



ORDINARY MEETING

AGENDA

27 JUNE 2023

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 27 June 2023 commencing at 9:00am for transaction of the enclosed business.

A handwritten signature in black ink that reads "R Chessman".

ACTING CHIEF EXECUTIVE OFFICER
21 June 2023

Next Meeting Date: 11.07.23

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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1 OPENING

- 1.1 Acknowledgement of Country

2 PRESENT

Members Present:

The Mayor, Councillor A P Williams (Chairperson)
Deputy Mayor, Councillor N K Fisher
Councillor S Latcham
Councillor C E Smith
Councillor C R Rutherford
Councillor D Kirkland
Councillor G D Mathers

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Councillor Drew Wickerson - Leave of Absence – 26 June 2023 to 30 June 2023 inclusive

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 13 June 2023

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

10.1 COUNCILLOR DISCRETIONARY FUND APPLICATION - COUNCILLOR NEIL FISHER - FRENCHVILLE STATE SCHOOL: INDIGENOUS GARDEN PROJECT

File No: 8295
Attachments: Nil
Authorising Officer: Nicole Semfel - Acting Senior Executive Assistant to the Mayor
Justin Kann - Manager Office of the Mayor
Evan Pardon - Chief Executive Officer
Author: Megan Careless - Executive Support Officer

SUMMARY

This report requests Council's consideration and approval for an allocation from Councillor Neil Fisher's Councillor Discretionary Fund towards an indigenous garden project at Frenchville State School.

OFFICER'S RECOMMENDATION

THAT Council approves the allocation of \$2,800.00 from Councillor Neil Fisher's Councillor Discretionary Fund towards an indigenous garden project at Frenchville School.

BACKGROUND

Frenchville State School P & C Association are seeking financial assistance for an indigenous garden initiative by their student leaders.

Subject to Council's consideration and endorsement, the request from Frenchville State School P & C Association satisfies the requirements and provisions of Council's Councillor Discretionary Funds Policy.

10.2 LEAVE OF ABSENCE - COUNCILLOR ELLEN SMITH; 5 JULY 2023 TO 24 JULY 2023 INCLUSIVE**File No:** 10072**Attachments:** Nil**Authorising Officer:** Nicole Semfel - Acting Senior Executive Assistant to the Mayor
Justin Kann - Manager Office of the Mayor
Evan Pardon - Chief Executive Officer**Author:** Megan Careless - Executive Support Officer

SUMMARY

Councillor Ellen Smith requesting leave of absence from Wednesday 5 July to Monday 24 July 2023 inclusive.

OFFICER'S RECOMMENDATION

THAT leave of absence be granted for Councillor Ellen Smith from Wednesday 5 July to Monday 24 July 2023 inclusive.

BACKGROUND

Councillor Ellen Smith has advised the Chief Executive Officer that she wishes to take leave of absence from Wednesday 5 July 2023 to Monday 24 July 2023 inclusive.

10.3 LEAVE OF ABSENCE - COUNCILLOR DREW WICKERSON; MONDAY 26 JUNE TO FRIDAY 30 JUNE 2023**File No:** 10072**Attachments:** Nil**Authorising Officer:** Nicole Semfel - Acting Senior Executive Assistant to the Mayor
Justin Kann - Manager Office of the Mayor
Evan Pardon - Chief Executive Officer**Author:** Megan Careless - Executive Support Officer

SUMMARY

Councillor Drew Wickerson requesting leave of absence from Monday 26 June 2023 to Friday 30 June 2023 inclusive.

OFFICER'S RECOMMENDATION

THAT leave of absence be granted for Councillor Drew Wickerson from Monday 26 June 2023 to Friday 30 June 2023 inclusive.

BACKGROUND

Councillor Drew Wickerson has advised the Chief Executive Officer that he wishes to take leave of absence from Monday 26 June to Friday 30 June 2023 inclusive.

11 OFFICERS' REPORTS

11.1 NATIONAL BUSH SUMMIT - A VOICE FOR RURAL AND REGIONAL AUSTRALIA

File No:	14966
Attachments:	1. National Bush Summit - A Voice for Rural & Regional Australia ↓
Authorising Officer:	Zac Garven - Acting Executive Manager Advance Rockhampton
Author:	Wade Clark - Industry Engagement Manager

SUMMARY

The National Bush Summit is being held in Rockhampton on 18 August 2023. The Summit will provide a forum for approximately 300 farmers, community leaders, key stakeholders and the general community to shine a light on issues facing the region and opportunities to improve the lives of regional Australians. The Summit provides an opportunity for the Rockhampton Region to project itself on the national stage.

OFFICER'S RECOMMENDATION

THAT Council sponsors The National Bush Summit as a bronze partner to be held in Rockhampton on 18 August 2023 for the amount of \$8,500 (plus GST).

COMMENTARY

The Bush Summit began in 2019 to help project a voice from rural and regional Australia to the nation shining a light on issues that face bush communities.

Now known as the National Bush Summit this initiative provides each State across Australia with a summit at a designated location, for Queensland, Rockhampton has been selected.

The Summit itself will have a format across half a day with keynote speeches, panel discussions and engagement for approximately 300 farmers, community leaders, key stakeholders and the general community. The topics of conversation will focus on issues facing the region and opportunities to improve the lives of regional Australians.

Council officers received a sponsorship prospective aligned to this event, please see attached: National Bush Summit – A Voice for Rural & Regional Australia.

It is proposed that the Council locks in the Bronze partner category as this will assist Rockhampton to project itself on the national stage with advertising and media benefits.

BUDGET IMPLICATIONS

The National Bush Summit, Local Rockhampton Partner (Bronze) category will cost Council \$8,500 plus GST. This will be funded from the Advance Rockhampton budget.

STAFFING IMPLICATIONS

Advance Rockhampton Industry Engagement and Marketing Officer will coordinate relevant advertising and media materials that are provided as part of the bronze category.

CORPORATE/OPERATIONAL PLAN

Corporate Plan – Economy: Goal 3.2 *We advocate for the Region with all levels of government and support non-Council projects that benefit the Region.*

Operational Plan – Economy: 3.2.3.1 *Collaborate with key stakeholders to identify relevant non-Council projects and issues for advocacy to other levels of government.*

CONCLUSION

The Council has an opportunity through the National Bush Summit to project Rockhampton on the national stage and to significantly leverage from advertising aligned to the event.

NATIONAL BUSH SUMMIT - A VOICE FOR RURAL AND REGIONAL AUSTRALIA

Sponsorship Prospectus

Meeting Date: 27 June 2023

Attachment No: 1

**National
BUSH SUMMIT**

Daily Telegraph | Herald Sun | The Advertiser | Courier Mail | MERCURY
WEEKLY TIMES | AgJournal

**A Voice For Rural & Regional Australia
18 August 2023 - ROCKHAMPTON**

A WHOLE *News* WAY TO GROW | *News Corp* Australia

News NETWORK

Acknowledgement of Country

News Corp Australia acknowledges the Traditional Owners of the land in all states and territories across Australia on which we work and report. We pay our respects to all Aboriginal and Torres Strait Islander Elders past, present and emerging. We honour the Aboriginal and Torres Strait Islander history, cultures, knowledge and traditions of storytelling.

Mura Ukapilamayzinga (All Connected). Alick Tipoti. 2021

National Bush Summit: Improving the lives of regional Australians to create a better Australia.

The Bush Summit began in 2019 to help drought ravaged farmers in NSW and now for the first time the initiative goes National, including a special event and publication in Rockhampton, shining the light on issues facing bush communities in QLD.

18th August 2023 - Live event Rockhampton
1 hour Sky News Broadcast
Editorial Coverage in special edition of the Morning Bulletin





Daily Telegraph
BUSH
SUMMIT
2022

Daily Telegraph

“...This summit is a valuable initiative in the life of the nation...”

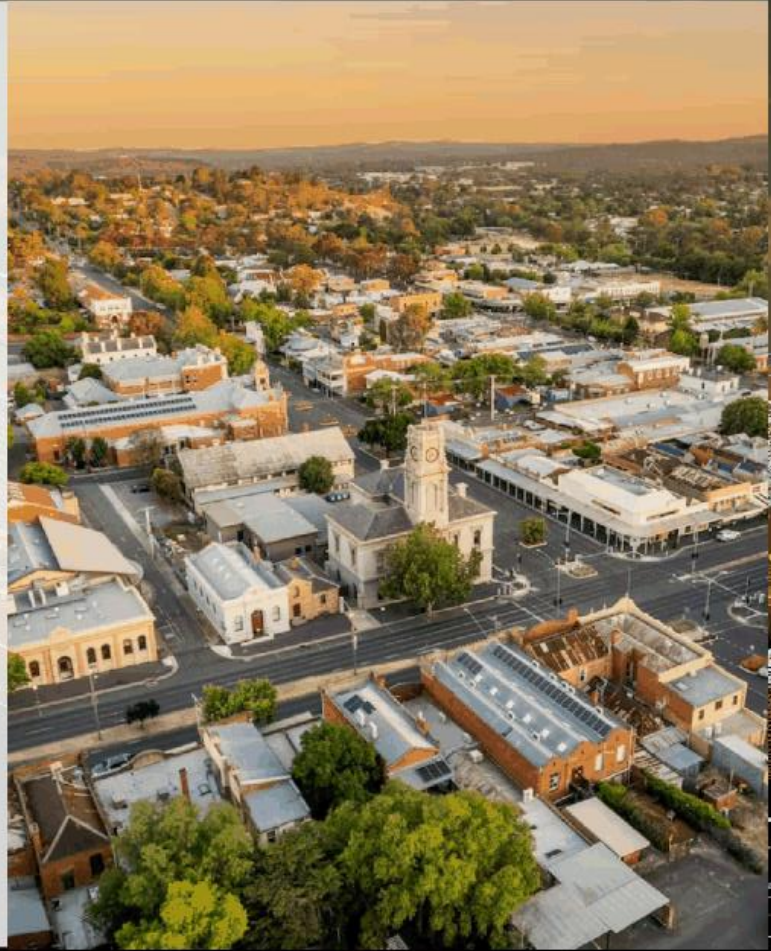
*Prime Minister, Anthony Albanese speaks at the Bush Summit 2022.
The residing Prime Minister has attended every Bush Summit since its inception.*

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News NETWORK

Advocating for rural and regional Australia, now in its fifth year, this editorially led, commercial initiative, will deliver a week-long national campaign across print and digital with a two fold approach:

- 1.** An aligned narrative for advocacy in rural & regional Australia amplified across NCA Network and Sky News.
- 2.** Hold State & Federal governments to account on the annual Bush Summit communique outcomes.

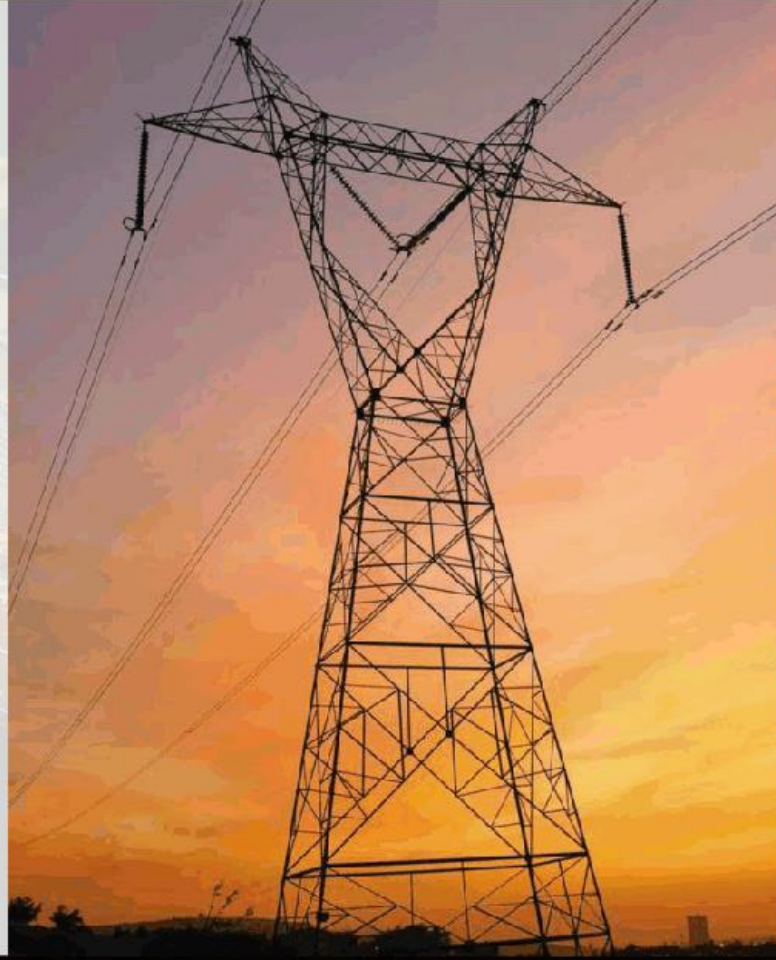


2021 saw more people moving to regional & rural Australia than ever before.

By 2025 more than 35% of the city populations will have moved to these areas.*

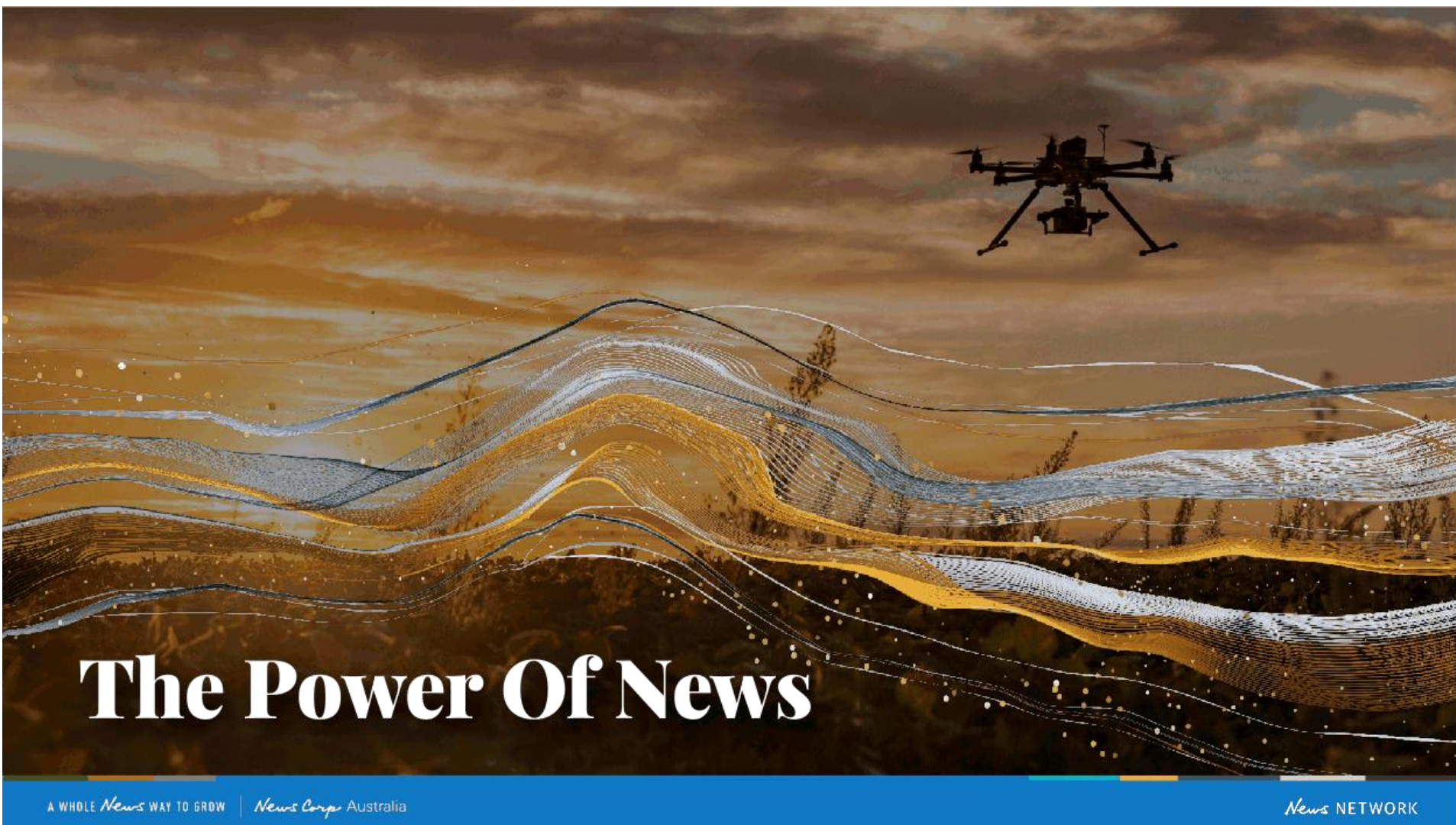
National Bush Summit gives a voice to the whole of rural Australia.

* Source: National bureau of statistics 2022



“We are very proud that the Bush Summit has brought about lasting and profound reforms that have bettered the lives of people in the country.”

DOUG CURRAN | MAYOR OF GRIFFITH



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News NETWORK

The News Network Reaches 18M

All people 14+

3M

C-Suites

1.6M

Small Businesses

1.4M

Environmentalists

1.1M

Tradies





National Bush Summit Roll Out Campaign

A WHOLE *News* WAY TO GROW | *News Corp* Australia

News NETWORK

News NETWORK

A WHOLE News WAY TO GROW

News Corp Australia

National Roll Out

State Masthead Bush Summits amplified with
The Weekly Times, Ag Journal & Sky News.

11th- 18th AUGUST
5 EVENTS | 7 DAYS
1 HOUR SKY NEWS BROADCAST
MASTHEAD CROSS PLATFORM EDITORIAL COVERAGE

TAMWORTH - NSW *

Prime Minister attending dinner

10th / 11th Aug

The Daily Telegraph

PORT LINCOLN - SA

15th August

The Advertiser

COAL RIVER VALLEY- TAS

16th August

Mercury

WODONGA - VIC

17th August

Herald Sun

ROCKHAMPTON - QLD

18th August

The Courier-Mail

SUNDAY

Sky News Broadcast

The Advertiser

Courier Mail

Daily Telegraph

sky news

Herald Sun

WEEKLY TIMES

sky news

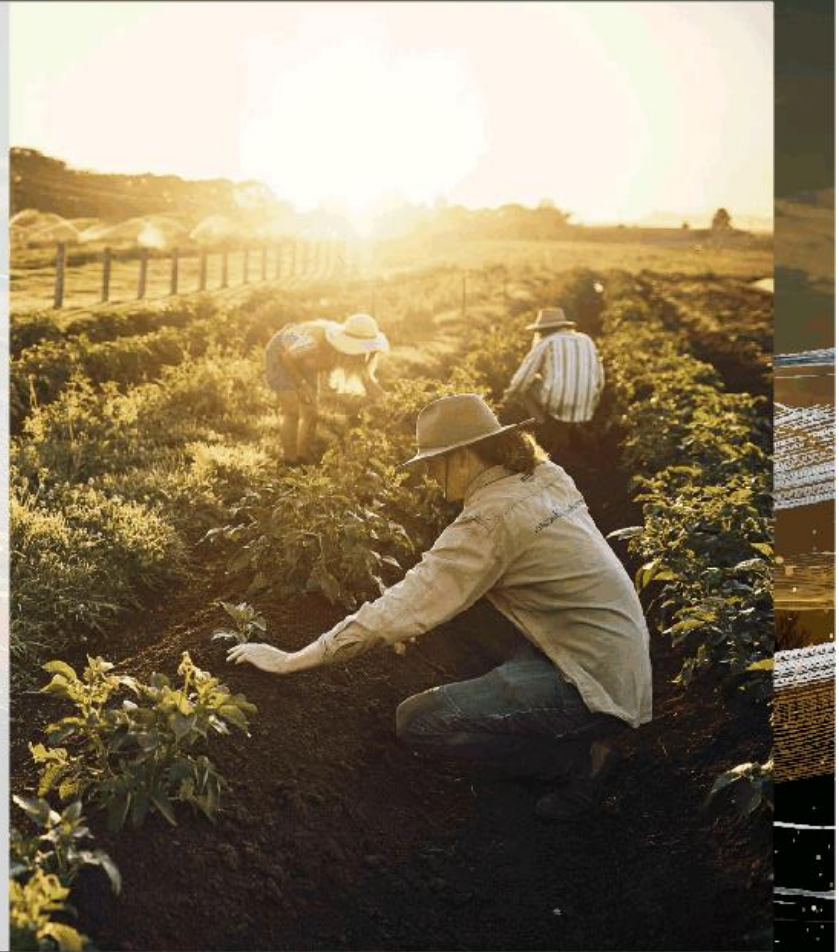
AgJournal

MERCURY

Key Editorial Themes

Our goal is to improve the lives of regional Australians to create a better Australia. Together, across News Corp Australia mastheads, our journalists will investigate the key issues facing rural and regional communities and identify the opportunities to make a difference. This will come to life across the below key themes:

1. **Technology & connectivity:** The role smart ag can play in boosting productivity and advocating to improve connectivity
2. **Energy Transition:** Managing the impact of transmission corridors/solar farms/wind farms on regional communities
3. **Community Resilience:** Improving the preparedness of communities and infrastructure to withstand extreme weather. As we move from La Nina into El Nino, are communities fire proof and drought proof?
4. **International Trade:** War in Ukraine and tensions with China remain concerns for the world economy and our export-focused rural and regional producers.
5. **Liveability in the Bush:** Improving access to housing, health, education, training and job opportunities and celebrating business innovation and growth in regional communities.
6. **Infrastructure:** Rural and regional Australians often feel neglected when it comes to funding and supply of critical infrastructure.



There's no bigger initiative that puts
your brand in the heart of Australia.
Last years National reach & value...

31M+

2022 Engagement

6M

Sky News Reach

9M+

Editorial Value

10M

Editorial Reach

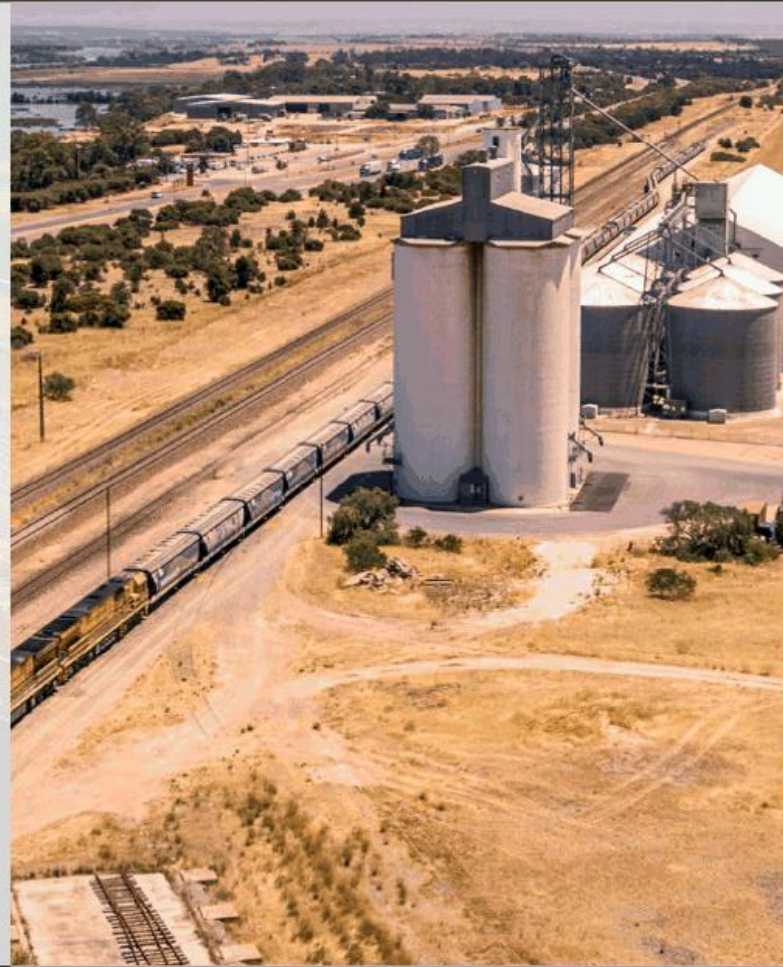
The Advertiser

THE AUSTRALIAN
MERCURY

THE **WEEKLY TIMES**

sky news

AgJournal



Campaign Roll Out



**PRINT & DIGITAL EDITORIAL CAMPAIGN
ACROSS 5 MASTHEADS + THE WEEKLY
TIMES & AG JOURNAL**



**BUSH SUMMIT EVENT
ROLL OUT WITH
NETWORKING DINNER**



**SKY NEWS
BROADCAST**



**HIGH-IMPACT
ENGAGING DIGITAL
& SOCIAL CONTENT**

Opportunity For Sponsors

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News NETWORK

Local Rockhampton Partner (Gold)

BENEFITS	MARKETING & PR	EDITORIAL ALIGNMENT Morning Bulletin	ADVERTISING/MEDIA
<p>Recognised as Local Partner (Gold) of QLD Bush Summit 2023</p> <p>Invitation to contribute content ideas to local editors</p> <p>5 x tickets to QLD Bush Summit 2023 event</p> <p>5 x News Corp Australia Digital Subscriptions</p>	<p>Logo included in QLD Bush Summit 2023 Morning Bulletin Special edition on August 18th</p> <p>Logo inclusion on big screen at QLD Bush Summit event</p> <p>Opportunity to distribute marketing material at event</p>	<p>Collaboration with the editors to align priorities and ideas with editorial topics</p> <p>Ability to profile relevant content or research within the campaign,</p> <p>Integration of your experts or spokesperson across campaign</p> <p><small>*Editorial inclusions are offered at the discretion of the Editor, are subject to change or removal and are not guaranteed.</small></p>	<p>Tailored high impact multichannel media buy including:</p> <p>Morning Bulletin: Double Page Spread plus 1 x quarter page ad</p> <p>The Courier-Mail: 2 x full page Mon or Tue edition</p> <p>Ag Journal: 1 x full page in the Ag Journal</p> <p>The Australian: National coverage - M3x3</p> <p>RON Targeted QLD: 100K truskin impressions</p> <p>RON targeted: 100K Pre-roll video</p>
<p>VALUE: \$162,000 INVESTMENT: \$50,000</p>			

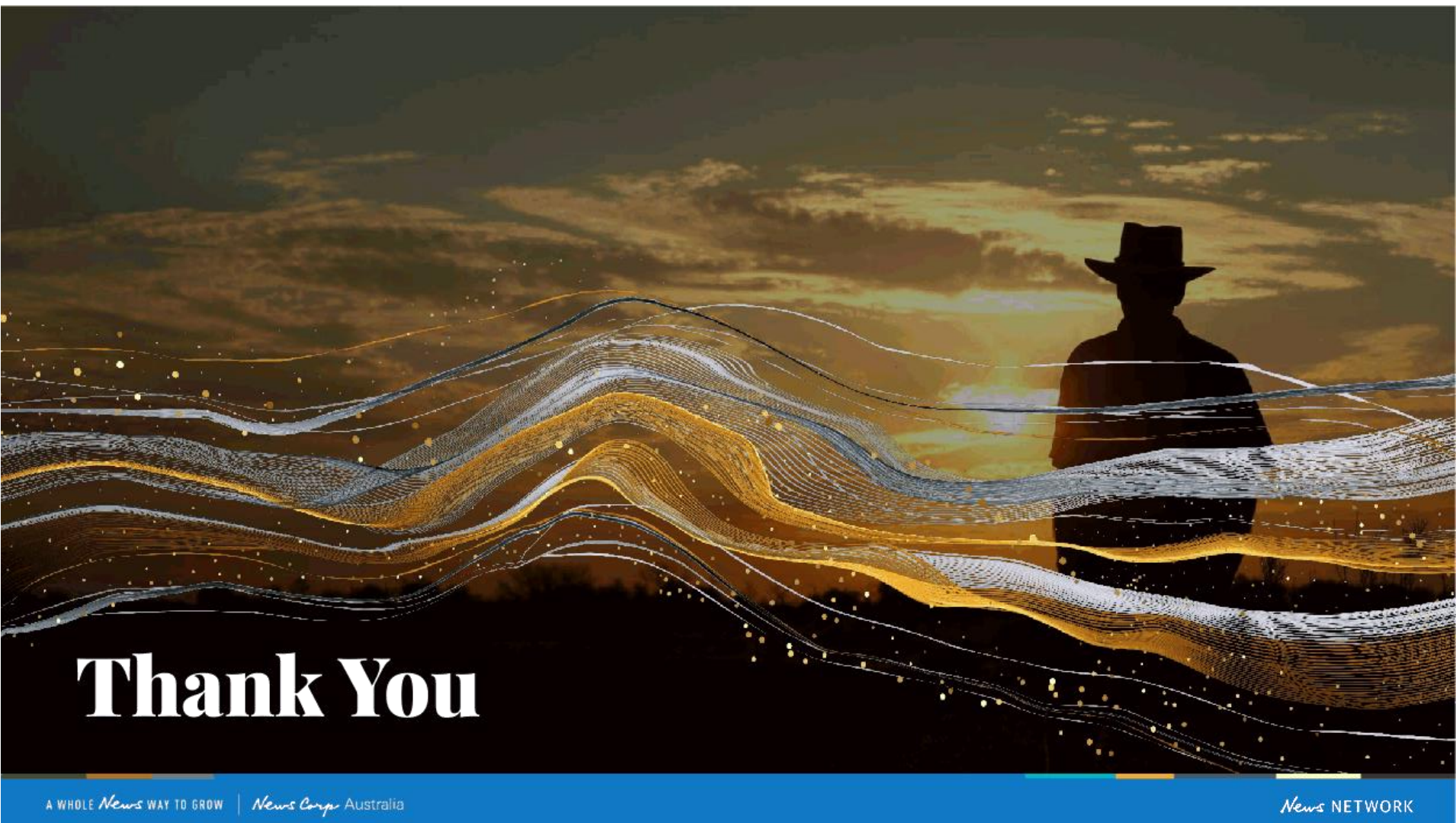
Local Rockhampton Partner (Silver)

BENEFITS	MARKETING & PR	EDITORIAL ALIGNMENT Morning Bulletin	ADVERTISING/MEDIA
<p>Recognised as Local Partner (Silver) of a QLD Bush Summit 2023</p> <p>2 x Tickets to QLD Bush Summit 2023 event</p> <p>2x News Corp Australia Digital Subscriptions</p>	<p>Logo included in QLD Bush Summit 2023 Morning Bulletin Special edition on August 18th</p> <p>Logo inclusion on big screen at QLD Bush Summit event</p>	<p>Invitation to contribute content ideas to local editors</p> <p>Ability to profile relevant content or research within the campaign OR integration of your experts or spokesperson across campaign</p> <p><small>*Editorial inclusions are offered at the discretion of the Editor, are subject to change or removal and are not guaranteed.</small></p>	<p>Tailored high impact multichannel media buy including:</p> <p>Morning Bulletin: 1 x full page</p> <p>The Courier-Mail: 1 x full page ad (Mon or Tues edition)</p> <p>The Australian: National coverage-M3x3</p> <p>The Weekly Times: 1 x quarter page</p> <p>RON Targeted QLD: 100K truskin impressions</p> <p>RON Targeted: 100K Pre-roll video</p>
VALUE: \$78,000 INVESTMENT: \$25,000			

Local Rockhampton Partner (Bronze)

BENEFITS	ADVERTISING/MEDIA
Recognised as Local Partner (Bronze) of QLD Bush Summit 2023	Tailored high impact multichannel media buy including:
2 x tickets to QLD Bush Summit 2023 event	Morning Bulletin special edition: 1 x full page
Logo recognition on big screen at event	The Courier-Mail: 1 x half page ad Mon or Tue edition
	RON Targeted QLD: 100K truskin impressions
	RON Targeted: 50K Pre-roll video

VALUE: \$25,000 INVESTMENT: \$8,500



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News NETWORK

11.2 RADF ROUND TWO FUNDING**File No:** 8944

Attachments:

1. RADF Meeting Minutes Round 2 22-23 [↓](#)
2. Oliver Skrzypczynski - CV (confidential)
3. Patric Lilliboe - CV (confidential)
4. Kay Wolfs - RADF submission (confidential)
5. Kay Wolfs - Letter of Support (confidential)

Authorising Officer: John Webb - Manager Communities and Culture
Alicia Cutler - General Manager Community Services

Author: Mark Millett - Coordinator Major Venues

SUMMARY

Applications received for Round Two of the 2022-23 Regional Arts Development fund have been assessed by the RADF committee and seven (7) applications are recommended for funding.

Three (3) applications to join the committee were received and their appointment to the committee is recommended.

OFFICER'S RECOMMENDATION

THAT:

1. Council endorses the persons listed in table (A) of this report to be appointed to the Regional Arts Development Fund Committee; and
2. Council endorses the applications listed below in Table (B) for funding from the Regional Arts Development fund:

Table (A) – Applicants recommended for Endorsement to the RADF Committee

<i>Name of Applicant</i>	<i>Skills and Expertise</i>
Oliver Skrzypczynski	Theatre, Dance/Movement - CV attached (confidential)
Patric Lilleboe	Visual Arts, Theatre, Dance, Museums and Cultural Heritage. <i>*Please note Patric is a Council Employee (Heritage Village)</i> Community Cultural Development – CV attached (confidential)
Kay Wolfs	Visual Arts, Craft, Design, Writing, Multimedia, Community Cultural Development – Application and Letter of Support attached (confidential)

Table (B) – Applications recommended for Funding

Applicant	Purpose of grant	Grant Recommended
Blue Eagle Productions	Project – Koch and Boules Season 2 To produce a locally made, follow up web series in Mount Morgan with local cast and crew members.	\$9,910.00

Dr Suzie May Camm	<p>Development – The Linda Memorial Mount Morgan</p> <p>The creation of a music composition for string quartet dedicated to the memory of miners lost at the Mount Morgan Gold Mine 1894-1909.</p>	\$2,500.00
Jacky Ming How Chan	<p>Project – Portraits of Darumbal Elders</p> <p>Artist will create four (4) portraits of Darumbal Elders. These paintings will then be gifted to Darumbal Enterprises for exhibition.</p>	\$10,000.00
Mount Morgan Promotion and Development Inc (MMPAD)	<p>Project – Artistic Workshops as part of the Wattle Day Festival and 125 Year Mount Morgan Railway Celebrations</p> <p>MMPAD will host it's annual Wattle Day Festival in conjunction with the 125 years of the Mount Morgan Railway Station on Saturday 2 September 2023. As a component of this festival, MMPAD plans to conduct a range of artistic and cultural workshops. These workshops include pottery and mosaic tiling, indigenous art techniques and other art techniques.</p>	\$6,236.00
Mundagatta Didgeridoos	<p>Project – Neon Corroboree</p> <p>A contemporary and traditional Indigenous dance performance with the use of neon and fluorescent ochre (body paint) to be performed at the Dreamtime Cultural Centre as part of NAIDOC Week.</p>	\$9,035.00
Rockhampton Symphony Orchestra	<p>Project – Return of the Proms</p> <p>Collaborative professional workshops and a performance between the Rockhampton Symphony Orchestra and a community choir to celebrate the RSO 5th Anniversary.</p>	\$9,665.00
Rockhampton Youth Orchestra Inc.	<p>Project – Rockhampton Creative Bootcamps 2023</p> <p>Four (4) day Creative Bootcamp in Rockhampton with a community Performance outcome.</p>	\$9,573.00

COMMENTARY

Eight (8) applications were received with a total requested amount of \$64,919.00. Of the eight (8) received applications one (1) was deemed ineligible as it did not meet RADF Criteria outlined in the RADF guidelines.

Seven (7) applications were assessed by the RADF Committee with a total requested amount of \$56,919.00. All seven (7) applications were assessed, and deemed eligible and desirable to fund, totaling a funding amount of \$56,919.00

BACKGROUND

The Regional Arts Development Fund (RADF) is a joint funding program of the Queensland Government (administered by Arts Queensland) and the Rockhampton Regional Council that focuses on the development of quality art and arts practice in our region

PREVIOUS DECISIONS

RADF Round 1 2022-2023 awarded \$44,280 for funding on 24 January 2023. The current membership of the RADF committee and the capacity to add members on an ad hoc basis was endorsed on 25 Oct 22.

BUDGET IMPLICATIONS

The recommended funding amount for RADF Round 2 2022-23 is \$56, 919.00

The total remaining Community Grant funding pool for RADF 2022-23 is \$61,498.75

LEGISLATIVE CONTEXT

NIL

LEGAL IMPLICATIONS

NIL

STAFFING IMPLICATIONS

NIL

RISK ASSESSMENT

N/A

CORPORATE/OPERATIONAL PLAN

Corporate Plan 2022-2027:

Our Community Goal 2.1

- We provide opportunities for people to contribute to their communities
- We support our people and community groups through our programs and resources
- Our services, activities and community assets provide opportunities to celebrate our culture and creative arts, and preserve the Region's heritage

CONCLUSION

The Regional Arts Development Fund Committee recommends seven (7) applications for funding, with a total recommended funding amount of \$56,919.00 along with the appointment of Oliver Skrzypczynski, Patric Lilleboe and Kay Wolfs to the RADF Committee.

RADF ROUND TWO FUNDING

RADF Meeting Minutes Round 2, 2022-23

Meeting Date: 27 June 2023

Attachment No: 1

Minutes



REGIONAL ARTS DEVELOPMENT FUND

COMMITTEE MEETING Minutes

14/06/2023

5.00pm

Pilbeam Theatre Meeting Room

Name	Role	Attendance/Apology
Drew Wickerson	Chair	Present
Mark Millett	Ex-officio	Present
Jonathan McBurnie	Ex-officio	Present
Geoff Carter	Committee Member	Present
Roslyn McKendry	Committee Member	Present
Joy Phillipi	Committee Member	Present
Amy Johnstone	Committee Member	Present
Janice Labbett	Committee Member	Apology
Rod Haynes	Committee Member	Apology
Gina Enkuzis	Minute Taker	Present

ITEMS

- Welcome and apologies –
 Drew Wickerson Welcomed and conducted Acknowledgment of Country.
 Meeting Start Time – 5.00pm
 Apologies – Rod Haynes and Janice Labbett
- Confirmation of minutes of previous meeting –
 Confirmed – Previous Minutes were reviewed and confirmed
- Business arising from previous meeting –
 Confirmed – Nil
- Business arising from correspondence –
 - RADF Arts Queensland Changes – No official update but initial indications from Arts Queensland that the program will be moving to financial year – July-June. Expectations that the next RADF funding year will run from September 2023 – June 2024. Also no indications that the funding will decrease but when this is officially confirmed, this information will be distributed to the Committee.
 - Ros mentioned that she had heard great feedback regarding the Grant Writing Workshops. Committee agreed it was a good initiative.
- Assessment of Round 2 applications -
 Discussions were held regarding each of the seven (7) applications, notes as follows:

Minutes



5.1 Application 1 - Blue Eagle Productions – Project Grant

Conflicts – None

Discussion – Committee members were supportive of the application and the application was well put together. They are supportive of the location – putting Mount Morgan on the map and using local talent. Concerns regarding supporting an existing/ongoing project. Support for a third season would not be supported through RADF and funding should be sought elsewhere

Voting –

GC	RM	JP	AJ		
YES	YES	YES	YES		

5.2 Application 2 – Dr Susan May Camm – Development grant

Conflicts – None

Discussion – Committee members commented that it is important to foster development of music and important to honour history. Some confusion around evidence of community interest. Also concerns around future use of the music. Committee members thought the application were well put together and letters of support made the application strong. Committee was supportive and excited that another project was activating Mount Morgan.

Voting –

GC	RM	JP	AJ		
YES	YES	YES	YES		

5.3 Application 3 – Jacky Chan – Project Grant

Conflicts – Amy Johnstone, (Jonathan McBurnie)

Discussion – AJ and JM Left the room. Committee are supportive of the application and a very important cultural project. Committee thought the application was well put together. Were Interested to know how the elders are chosen- but content with Darumbal Enterprises Involvement

Voting –

GC	RM	JP			
YES	YES	YES			

5.4 Application 4 – MMPAD – Project Grant

Conflicts – None

Discussion – Committee members were supportive of this application. The project had a great amount of community support and the workshop offerings were of a good variety for an important festival. Again, Committee is excited that this project is developing Mount Morgan. Committee Members were also supportive of this project adding another element to the Wattle Festival and hope will encourage more community members to participate

Voting –

GC	RM	JP	AJ		
YES	YES	YES	YES		

5.5 Application 5 – Mundagatta Didgeridoos – Project Grant

Conflicts – Drew Wickerson

Discussion – DW left the room. Committee thought it was a great project and the concept was very interesting. The Committee were in agreeance that it was very important to have the letters of support from the Elders of Darumbal. Committee also thought that the endorsement for Jordan could have been on a letter head and could have had clearer wording indicating permissions.

Voting –

GC	RM	JP	AJ		
YES	YES	YES	YES		

Minutes



Amy Johnstone Left the Meeting at 5:44pm –

5.6 Application 6 – Rockhampton Symphony Orchestra – Project Grant

Conflicts – Geoff Carter

Discussion – GC Left the Room Committee was supportive of the project. Committee had concerns regarding if the project a recurring project and concerns that it is repeated annually. Committee discussed the high income that the project generates and do they need the RADF support. It was then discussed that the workshops and the visiting/outside the region professionals fulfill the development guidelines that RADF is based on and are highly beneficial to the Rockhampton region and the musical community

Voting –

RM	JP	AJ (Proxy)					
YES	YES	YES					

5.7 Application 7 – Rockhampton Youth Orchestra - Project Grant

Conflicts – Geoff Carter

Discussion – GC Left the Room Committee was supportive of the project. They were excited for the bootcamps and workshops for the Youth. Committee had concerns that the project had been funded previously. Concerns regarding supporting an existing/ongoing project. Support again more than likely would not be supported by RADF and funding should be sought elsewhere.

Voting –

RM	JP	AJ (Proxy)					
YES	YES	YES					

6. General Business

6.1 New Members – – Some discussions regarding how many art forms were covered with the skills of the Committee members.

- 6.1.1 Patric Lilleboe Committee was supportive of Patric joining the committee
- 6.1.2 Kay Wolfs Committee was supportive of Kay joining the committee
- 6.1.3 Oliver Skrzypczynski Committee was supportive of Oliver joining the committee

7. Next meeting – Next meeting will be held in the next year of RADF which will more than likely happen from September 2023. There will be no Round 3 for the 2022-2023 as we have exhausted most of the remaining funds. The remaining \$4,579.75 will be kept for any Quick Response Grant that are received

8. Close of Meeting –

Meeting closed at 6.40pm

11.3 TASTES OF THE WORLD PARTNERSHIP

File No: 6097
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
Alicia Cutler - General Manager Community Services
Author: Mark Millett - Coordinator Major Venues

SUMMARY

It is proposed to deliver the Tastes of the World event occurring August 19th 2023 under a partner delivery model between Rockhampton Regional Council (RRC) and Central Queensland Multicultural Association (CQMA) to celebrate diversity in the region.

OFFICER'S RECOMMENDATION

THAT:

1. Council supports the joint delivery of Tastes of the World for the next 3 years; and
2. A review of the partnership delivery model be conducted following the 2026 event.

BACKGROUND

RRC has held a cultural festival in August each year since 2011, until Covid ceased the celebrations. CQMA has been holding a multicultural event, Tastes of the World since 2010. Tastes of the World has typically been held in May of each year on the Cremorne Lawn of the Rockhampton Showgrounds.

Prior to 2010 and 2011 CQMA, RRC and Central Queensland University (CQU) had collaborated in the delivery of a multicultural event or celebration at various locations – CQU grounds, Yeppoon beach front, Rockhampton Heritage Village and the Rod Laver Plaza.

These collaborations progressively ceased with CQMA presenting Tastes of the World in May and RRC presenting the Multicultural Festival in August, Multicultural Queensland Month.

Across this period there has been anecdotal commentary discussing the value or otherwise of separate events.

In 2023, the CQMA have moved the Taste of the World event to August to align with Multicultural Queensland Month. This has presented an opportunity for Council to support the event and work collaboratively, delivering a community event free for all to attend and experience. This partnership will allow the respective organisations to focus on their delivery strengths.

It will also reschedule an event away from an increasingly congested period during late April, May and early June at the Rockhampton Showgrounds. This period includes major users/events — Rockynats, Yearling Sale, Lifeline Book Sale, Rockhampton Agricultural Show, Junior Beef and the triennial Beef Australia event.

Under the shared delivery model, Council would provide marketing, stage and sound reinforcement, electricity management, cleaning, waste management and venue hire. The value of this in-kind support is estimated at approximately \$15 000.

CQMA will be responsible for any funding applications to Multicultural Queensland.

If supported, the Tastes of the World Cultural festival planned for August 19th 2023 at the Rod Laver Plaza located on the riverbank. A review of the joint delivery model will be undertaken after 3 years (unless needed before) to evaluate the success or otherwise.

PREVIOUS DECISIONS

On 11 May 2011 Council resolved to provide in kind support to Tastes of the World at the Yeppoon Beach.

BUDGET IMPLICATIONS

RRC will reallocate funds from the Cultural Festival to support the Tastes of the World event and therefore not need any additional budget.

LEGISLATIVE CONTEXT

NIL

LEGAL IMPLICATIONS

NIL

STAFFING IMPLICATIONS

N/A

RISK ASSESSMENT

N/A

CORPORATE/OPERATIONAL PLAN

Goal 1.2 "We have strong relationships with the community, Built on Trust and shared goals for the region"

Goal 2.2 "We support our people and community groups through our programs and resources"

Goal 2.3 "We acknowledge and celebrate the regions cultural diversity"

CONCLUSION

It is proposed to deliver the Tastes of the World Cultural event through a partnership delivery model between Council and the CQMA.

11.4 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR SERVICE STATION, RECONFIGURING A LOT (ONE LOT INTO TWO LOTS AND ACCESS EASEMENTS) AND OPERATIONAL WORKS FOR ADVERTISING DEVICES (PYLON SIGN X 1, WALL SIGN X 2 AND CANOPY SIGN X 3)**File No:** D/25-2020**Attachments:**

1. [Locality Plan](#)
2. [Site Plan \(Material Change of Use\)](#)
3. [Reconfiguring a Lot Plan](#)
4. [Elevations Plans](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning and Regulatory Services
Alicia Cutler - General Manager Community Services**Author:** Brendan Standen - Principal Planning Officer

SUMMARY

Development Application Number: D/25-2020

Applicant: Pearl Energy Pty Ltd

Real Property Address: Lot 81 on SP300144

Common Property Address: 1018-1038 Yaamba Road, Parkhurst

Area of Site: 98,470m²

Planning Scheme: Rockhampton Region Planning Scheme 2015 (version 2.2)

Planning Scheme Zone: Low Density Residential

Planning Scheme Overlays: Airport Environs Overlay;
Flood Hazard Overlay; and
Steep Land Overlay.

Existing Development: Shed

Approval Sought: Development Permit for Material Change of Use for Service Station, Reconfiguring a Lot (one lot into two lots and access easements) and Operational Works for Advertising Devices (Pylon Sign x 1, Wall Sign x 2 and Canopy Sign x 3)

Level of Assessment: Impact Assessable

Submissions: Two (2)

Referral Agency: Department of State Development, Infrastructure, Local Government and Planning and Ergon Energy

OFFICER'S RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a Development Permit for Material Change of Use for Service Station, Reconfiguring a Lot (One Lot into Two Lots and Access Easements) and Operational Works for Advertising Devices (Pylon Sign x 1, Wall Sign x 2 and Canopy Sign x 3), made by Pearl Energy Pty Ltd, located at 1018-1038 Yaamba Road, Parkhurst, described as Lot 81 on SP300144, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development	
Material Change of Use for Service Station, Reconfiguring a Lot (One Lot into Two Lots and Access Easements) and Operational Works for Advertising Devices (Pylon Sign x 1, Wall Sign x 2 and Canopy Sign x 3)	
Reasons for Decision	
<p>a) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and</p> <p>b) On balance, the application should be approved because the circumstances favour Council exercising its discretion to approve the application even though the development does not comply with an aspect of the assessment benchmarks.</p>	
Assessment Benchmarks	
<p>The development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> • Strategic Framework; • Low Density Residential Zone Code; • Access, Parking and Transport Code; • Landscape Code; • Stormwater Management Code; • Waste Management Code; • Water and Sewer Code; • Filling and Excavation Code; • Reconfiguring a Lot Code; • Advertising Devices Code; and • Flood Hazard Overlay Code. 	
Compliance with assessment benchmarks	
The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exceptions listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Strategic Framework	<p>3.3.8.1 (1) (8) (9)</p> <p>The proposed development presents conflicts with aspects of the Strategic Framework. This notably includes specific outcomes (1), (8) and (9) relating to the settlement pattern theme for the urban and new urban designation. These specific outcomes identify that the area provides primarily for residential activities and non-residential activities when they provide a localised service function for the immediate local residential community.</p> <p>While the specific outcomes are focused on the above, they do not preclude non-residential uses occurring within the urban and new urban designation, rather that residential uses prevail. The proposed development seeks to occupy approximately ten percent (10%) of the site for a service station activity. The rest of the site remains undeveloped and zoned Low Density Residential. The proposed development has been designed and conditioned to ensure it does not prejudice future development over Proposed Lot 2.</p>

	<p>What is taken to be a 'localised service function' in this instance is considered to go beyond the immediate bounds of Parkhurst. The reason being the site is located on a State-controlled road that provides linear development that is generally highway focussed and servicing transient customers. Notwithstanding this, it is acknowledged it may only service a relatively small portion of the immediate local community.</p> <p>In instances where there are clear conflicts with the specific outcomes of the Strategic Framework, regard to relevant matters is considered to outweigh those conflicts.</p>
Low Density Residential Zone Code	<p>PO16</p> <p>The proposed development does not comply with aspects of relating to instances where non-residential uses can occur in the Low Density Residential Zone. Conflicts may exist with outcomes relating to development being small-scale and consistent with the surrounding built form and functioning to service the needs of the immediate local residential community.</p> <p>Despite this, the proposal is considered to on balance comply for the following reasons:</p> <ul style="list-style-type: none"> • The design of the proposed development in conjunction with conditions of approval seek to ensure there are no adverse offsite impacts to the residential character and amenity of the surrounding area. Specifically, this is achieved through acoustic barriers, landscaping and operational restrictions for the activity; • The development is consistent with aspects of the surrounding built form. The surrounding built form is characterised by a combination of industrial, commercial and short and long term accommodation activities. Industrial development prevails on the western side of Yaamba Road and in this context the proposed built form is consistent; • The development provides a convenience function for road users of Yaamba Road (Bruce Highway). The proposal will provide refuelling and rest facilities including for heavy vehicles north of the Rockhampton Ring Road's (RRR) intersection with Yaamba Road, which avoids heavy vehicles having to re-enter Rockhampton City and undermine the purpose of the RRR project; • The site does not adjoin an existing centre zone and has been designed and conditioned to minimise impacts on local amenity and the local street network. <p>To the extent any conflicts are identified with PO16 and are not otherwise overcome by higher order provisions in the Planning Scheme, regard to relevant matters is considered to outweigh those conflicts.</p> <p>PO21</p> <p>The proposed development does not comply with AO21.1 because the hours of operation for the service station are 24 hours, seven (7) days per week, rather than being restricted to 07:00 to 22:00.</p> <p>Despite this, the application material demonstrated the use can operate 24 hours, seven days per week without adversely impacting on adjoining land uses and the surrounding area. This includes:</p> <ul style="list-style-type: none"> • The site design and recommendations (namely acoustic fencing

	<p>and restricting the operation of mobile refrigeration vehicles) ensure the acoustic quality objective criteria during the day, evening and night set by the <i>Environmental Protection (Noise) Policy 2019</i> can be achieved; and</p> <ul style="list-style-type: none"> • Conditions of approval have been included that regulates outdoor lighting so as not to cause nuisance to nearby residents and motorists. <p>Therefore, the development is taken to comply with PO21. To the extent any conflicts are identified with PO21, regard to relevant matters is considered to outweigh those conflicts.</p>
Landscape Code	<p>PO11</p> <p>The proposed development does not comply with AO11.1-11.3 because shade tree planting within the car parking area adjoining the service station building is not provided in accordance with the rates set out in the Landscape Code.</p> <p>Despite this, the approved vehicle parking area adjoining the service station building does not practically allow for shade tree planting given the awning. Landscaping within and around the site, including shade tree planting along the rear boundary of the heavy vehicle parking area, does assist in reducing the visual appearance of car parking areas, provide shade, reduce glare and reduce heat stored in hard surfaces.</p> <p>Therefore, the development is taken to comply with PO11.</p>
Advertising Devices Code	<p>PO1</p> <p>The proposed development does not comply with AO1.2 because it involves a freestanding sign and wall signs in the Low Density Residential Zone.</p> <p>Despite this, the signage is a consequence of the service station activity, which is the more prominent feature on the site. The freestanding sign and wall signs are considered to be appropriately designed and sited for the following reasons:</p> <ul style="list-style-type: none"> • The signs present towards Yaamba Road, which is a high order road where the streetscape is characterised by a combination of industrial and commercial uses, which all provide similar types of signage; • Is designed, sited and been conditioned to ensure it does not compromise vehicle or pedestrian safety. Specifically, all signage is contained within the site and conditions of approval have been imposed around limiting lighting, visual displays and acoustics impacts; and • Due to the combination of land use activities along Yaamba Road, including residential activities, there is not a proliferation of signage. There are no advertising devices immediately north of the site. The industrial activities on the western side of Yaamba Road and the short-term accommodation to the south provide business wall signs and pylon signs. <p>Therefore, the development is taken to comply with PO1.</p> <p>PO2</p> <p>The proposed development does not comply with AO2.1 because the pylon sign incorporates a digital display for fuel prices.</p>

	<p>Despite this, the illumination associated with the digital display of fuel prices, rather than for example a billboard with images, is considered very minor. Notwithstanding this, conditions of approval have been imposed that limit the luminance levels.</p> <p>Therefore, the development is taken to comply with PO2.</p>
Relevant Matters	
<p>The proposed development was assessed against the following relevant matters:</p> <ul style="list-style-type: none"> • The proposal and site are significant in the context of providing dedicated heavy vehicle parking, refuelling and rest facilities along the Bruce Highway, particularly having regard to the Rockhampton Ring Road (RRR) alignment: <ul style="list-style-type: none"> ○ Yaamba Road (Bruce Highway) is categorised as a Highway and is a significant road transport corridor on the east coast of Queensland. An average of 2,640 heavy vehicles transit through Rockhampton daily. ○ The intent of the RRR project is, among other things, to provide freight efficiencies and improve travel times. Vehicles will therefore seek to utilise the Ring Road, bypassing existing service stations within the city that cater for heavy vehicles. ○ The site is located approximately 3.5 kilometres (km) north of the Yeppoon Road-Yaamba Road intersection, which is where the RRR links back up to the existing Highway. Therefore, the site's location is important in servicing road users and fulfilling the intent of the RRR project. • There are no service stations north of the site for 318 kilometres that provide modern facilities that offer truck lounge, B-Double access and truck parking. Therefore, there is a planning need to provide these facilities. • There is a planning need to provide improved service stations outside Rockhampton City. The current zoning and availability of otherwise appropriately zoned land north of RRR intersection with Yaamba Road does not accommodate service stations suitable for heavy vehicles. • There is an established mixed land use pattern on the eastern side of Yaamba Road in proximity to the site. There is a combination of short-term accommodation, service station, hotel, educational establishment and long-term accommodation uses. • The service station development represents a relatively small footprint on the site, accounting for approximately ten percent (10%) of site area. The service station does not prejudice residential development from occurring within Proposed Lot 2 or adjoining land. 	
Matters raised in submissions	
Cultural heritage	<p>The submitter raised concern the unique cultural heritage of Parkhurst would be compromised by the proposed development. The cultural heritage values raised include the site was once part of a property that provided open space and clean living.</p> <p>The site is not identified in the Planning Scheme or under State legislation as being either a local or State heritage place. The gradual transition of undeveloped land within the Priority Infrastructure Area to urban activities is an ordinary consequence of population growth and development.</p>
Pedestrian and cyclist safety	<p>The submitter raised concern the proposed development would compromise pedestrian and cyclist safety. There is an existing shared path along the site's frontage to Yaamba Road, which will be interrupted at the vehicle crossover location.</p> <p>A shared pathway has recently been extended from Stirling Drive to</p>

	<p>the north through to Olive Street to the south, for a distance of approximately 1.4km. It is acknowledged pedestrian and cyclist interactions should be limited where possible; however, the shared path is already interrupted by residential and commercial activities, including tourist parks and a service station.</p> <p>Irrespective of the type of development occurring on the site, a new crossover from Yaamba Road would likely be required for the site to realise its full development potential. The reason being that access is restricted from the north and south, and there are no future trunk infrastructure works planned to the east to extend Norman Road to provide access from the rear.</p>
Undermine tourism and economy	<p>The submitter raised concern the proposed development would undermine existing tourism in Parkhurst, and consequently the local economy, because it would adversely impact the current “country town” brand of the locality.</p> <p>Parkhurst is not recognised as a tourism destination within the Region. That part of Yaamba Road within Parkhurst is, however, recognised as providing highway dependent development, such as short-term accommodation that by extension supports tourism and the local economy.</p> <p>The design of the proposed development in conjunction with conditions of approval imposed by Council ensure the development will not compromise the ability of adjoining land to be developed for the purpose it was zoned (Low Density Residential).</p>
Devaluing of land	<p>The submitter raised concern the proposed development would result in the loss of property value. Property value is not a matter Council must or may have regard to under the <i>Planning Act 2016</i>.</p>
Loss of fertile farming land	<p>The submitter raised concern the development would result in the loss of fertile farming land. The site is not mapped as being Good Quality Agriculture Land and is zoned Low Density Residential Development under the <i>Rockhampton Region Planning Scheme 2015</i>. The site would ultimately be developed for urban activities.</p>
Loss of environmental values	<p>The submitter raised concern the proposed development would result in the removal of three (3) large gum trees, result in contamination of soils and groundwater and have adverse impact on the environment.</p> <p>The site is not mapped as containing any matters of local or environmental State significance. The development has also been designed and conditioned to ensure it meets the stormwater quality objectives contained in the <i>State Planning Policy July 2017</i>.</p>
Traffic	<p>The submitter raised concern the proposed development would compromise the safety and efficiency of Yaamba Road, and that traffic assessments would not have had regard to the completed Rockhampton Northern Access Upgrade (RNAU).</p> <p>Yaamba Road is a State-controlled road. The development application was assessed by the Department of Transport and Main Roads, having regard to the changed traffic conditions as a result of the RNAU. The State provided a concurrence agency response with conditions. Therefore, it is taken the State is satisfied the proposed development will not compromise the safety or efficiency of the road network, subject to conditions.</p>
Lack of need	<p>The submitter raised concern there is a lack of need for the</p>

	<p>proposed development given there are already two (2) service stations within Parkhurst and there is no need for an additional service station.</p> <p>The existing two service stations are located at Parkhurst Town Centre and the Parkhurst Motel and Van Park. Neither of these two service stations are suitable to cater for heavy vehicles in the quantity that will be bypassing Rockhampton City.</p>
Acoustic impacts	<p>The submitters raised concern the proposed development would adversely impact on residential amenity because of noise levels.</p> <p>A Noise Impact Assessment was provided with the application material, which demonstrates noise impacts can be mitigated to achieve the acoustic quality objectives and background creep criteria. This is principally achieved through sound barriers (acoustic fences) and operational measures, including prohibiting mobile refrigeration units operating between 10:00pm and 6:00am.</p>
Matters prescribed by regulation	
<ul style="list-style-type: none"> • The <i>Rockhampton Region Planning Scheme 2015</i> (version 2.2); and • The common material, being the material submitted with the application. 	

RECOMMENDATION B

THAT in relation to the application for a Development Permit for Material Change of Use for Service Station, Reconfiguring a Lot (One Lot into Two Lots and Access Easements) and Operational Works for Advertising Devices (Pylon Sign x 1, Wall Sign x 2 and Canopy Sign x 3), made by Pearl Energy Pty Ltd, located at 1018-1038 Yaamba Road, Parkhurst, described as Lot 81 on SP300144, Council resolves to Approve the application subject to the following conditions:

MATERIAL CHANGE OF USE CONDITIONS

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.5.1 Operational Works:

- (i) Access and Parking Works;
 - (ii) Water Works;
 - (iii) Stormwater Works;
 - (iv) Roof and Allotment Drainage;
 - (v) Site Works; and
 - (vi) Landscaping Works
- 1.5.2 Plumbing and Drainage Works; and
- 1.5.3 Building Works:
- 1.6 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.9 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.
- 2.0 APPROVED PLANS AND DOCUMENTS
- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:

Plan/Document Name	Prepared by	Date	Reference No.	Version/Issue/Rev
Development Site Plan	Verve Building Design Co	14 March 2023	22175 DA01	E
Building Elevations & Perspectives	Verve Building Design Co	14 March 2023	22175 DA03	D
Building Elevations & Perspectives	Verve Building Design Co	14 March 2023	22175 DA04	D
Subdivision Plan	Verve Building Design Co	14 March 2023	22175 DA06	D
Traffic Impact Assessment Report	McMurtrie Consulting Engineers	25 November 2022	007-18-19	C
Flood Impact Assessment & Stormwater Management Plan	McMurtrie Consulting Engineers	06 March 2023	J20037	R1v3

Environmental Noise Assessment Proposed Service Station	RoadPro Acoustics	2 December 2022	1376R1-R0	0
Landscape Concept Plan (DA)	Madden Landscape Architects Pty Ltd	December 2022	LA-DA-CP-01	-
Landscape Concept Plan (DA)	Madden Landscape Architects Pty Ltd	December 2022	LA-DA-CP-02	-

2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.

2.3 Submit to Council for approval, prior to submission of a development application for Operational Works for Landscaping Works, an amended Development Site Plan that shows the following:

2.3.1 A 2.5 metre wide landscaped area located on the southern side of the acoustic barrier fence at the southern extent of the service station. This landscaped area must be provided for the full extent of the acoustic barrier fence; and

2.3.2 A 2.5 metre wide landscaped area on the northern side of the acoustic barrier fence at the northern extent of the service station. This landscaped area must be provided for the full extent of the acoustic barrier fence.

2.4 Submit to Council for approval, prior to submission of a development application for Operational Works for Landscaping Works, an amended Subdivision Plan that shows the following:

2.4.1 The 2.5 metre wide landscaped area at the northern side of the acoustic barrier fence, required by condition 2.3, included wholly within proposed Lot 1.

Alternatively, submit to Council for approval, an amended acoustic barrier fence design that is wholly contained within the proposed Lot 1 boundary that provides additional articulation (recesses etc.) and landscaping along the northern side of the acoustic barrier fence.

2.5 Submit to Council for approval, prior to submission of a Building Application, amended Building Elevation and Perspectives Plans that show elevation plans for the proposed acoustic barrier fence with at least three (3) variations in textures, materials and colours for the full extent of the acoustic barrier fence (exterior to the service station).

Note: Treatments on the eastern side of the acoustic barrier fence must be capable of being maintenance free.

3.0 ACCESS AND PARKING WORKS

3.1 A Development Permit for Operational Works (access and parking works) must be obtained prior to the commencement of any access and parking works on the development site.

3.2 All access and parking works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Australian Standard AS2890 "Parking facilities"* and the provisions of a

Development Permit for Operational Works (access and parking works).

- 3.3 All car parking and access areas and manoeuvring areas must be sealed to Council's satisfaction. Design and construction must be in accordance with the provisions of a Development Permit for Operational Works (access and parking works).
- 3.4 Two new accesses (Entry only – northernmost one and Exit only – southernmost one) to the development must be provided from the Yaamba Road (Bruce Highway).
- 3.5 A minimum of fourteen (14) parking spaces including one person with disability (PWD) parking space must be provided on-site. Additionally, nine (9) parking spaces for articulated vehicles (AV) must be provided on-site. This includes two B-Double parking spaces.
- 3.6 Universal access parking spaces must be provided on-site in accordance with *Australian Standard AS2890.6 "Parking facilities - Off-street parking for people with disabilities"*.
- 3.7 Parking spaces must be line-marked in accordance with the approved Site Plan (refer to condition 2.1) and in accordance with the *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).
- 3.8 Any application for a Development Permit for Operational Works (access and parking works) must be accompanied by detailed and scaled plans, which demonstrate the turning movements/swept paths of the largest vehicle to access the development site including refuse collection vehicles.
- 3.9 All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"* and *Australian Standard AS2890.1 "Parking facilities – Off-street car parking"*.
- 3.10 All vehicle operation areas must be illuminated in accordance with the requirements of *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 3.11 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 3.12 Bicycle parking facilities must be provided in accordance with *AUSTROADS Guide to Traffic Engineering Practice, Part 14 – Bicycles*. The bicycle parking facilities must be located at basement or ground floor level and encourage casual surveillance.

4.0 WATER WORKS

- 4.1 A Development Permit for Operational Works (water works) must be obtained prior to the commencement of any water works required by this development approval.
- 4.2 All water works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2018* and the provisions of a Development Permit for Operational Works (water works).
- 4.3 The development must be connected to Council's reticulated water network.
- 4.4 A 150 millimetre diameter Water Main must be constructed (extended) from the existing fire hydrant at the common boundary with Lot 3 on SP316476 and Lot 81 on SP300144 along Yaamba Road (Bruce Highway) reserve to the full frontage of the development site. This water main must be terminated at the common boundary of Lot 81 on SP300144 and Lot 72 on SP258697 and a Fire Hydrant (FH) must be installed at the termination point.

Note: Should the Reconfiguring a Lot component be completed prior to Material Change of Use component this water main must be completed under the Reconfiguring a Lot component.

- 4.5 A new water connection point must be provided to the development from the new 150

millimetre water main at Yaamba Road required by Condition 4.4. A hydraulic engineer or other suitably qualified person must determine the size of connection required.

- 4.6 Adequate domestic and firefighting protection must be provided to the development, and must be certified by a hydraulic engineer or other suitably qualified person.
- 4.7 Water meter boxes located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.

5.0 PLUMBING AND DRAINAGE WORKS

- 5.1 A Development Permit for Plumbing and Drainage Works must be obtained for the proposed building structure on the development site.
- 5.2 All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2018*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.
- 5.3 The development must be connected to Council's reticulated sewerage network.
- 5.4 A new sewerage connection point must be provided to the development from the existing 225 millimetre sewerage main located within the subject site.
- 5.5 Sewer connections within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.
- 5.6 Sewerage trade waste permits must be obtained for the discharge of any non-domestic waste into Council's reticulated sewerage network. Arrestor traps must be provided where commercial or non-domestic waste is proposed to be discharged into the sewer system.

6.0 STORMWATER WORKS

- 6.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works required by this development approval.
- 6.2 All stormwater drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (stormwater works).
- 6.3 All stormwater discharge must be lawful and must not adversely affect surrounding land or infrastructure in comparison to the pre-development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.
- 6.4 All fuel dispensing areas must be drained to a holding tank or the sewer through a trade waste approved oil interceptor/separation tank.
- 6.5 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.
- 6.6 The installation of gross pollutant traps must be in accordance with relevant *Australian Standards* and all maintenance of the proposed gross pollutant traps must be the responsibility of the property owner or body corporate (if applicable).
- 6.7 All proprietary stormwater quality treatment devices must be routinely checked, serviced and cleaned in accordance with the manufacturer's recommendations. Records of all maintenance activities undertaken must be kept and made available to Council upon request. Where replacement cartridges or other necessary components for the system become unavailable, an alternative system approved by Council, is

required to be retrofitted into the development to achieve an equivalent pollutant reduction outcome. All maintenance cost must be borne by the site owner.

- 6.8 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by engineering plans with details of any new drainage systems including retention systems, inlet and outlet structures, or the amendment and upgrading of existing drainage systems to implement the proposed drainage strategy.
- 6.9 The detention basin/bio basin as identified on the approved plans (refer to condition 2.1) must be landscaped in accordance with Council's requirements. Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by detailed plans and specifications for the detention basin, and the design must:
- 6.9.1 be suitable to the climate and incorporate predominately native species;
 - 6.9.2 maximise areas suitable for on-site infiltration of stormwater;
 - 6.9.3 incorporate shade trees; and
 - 6.9.4 demonstrate that all areas apart from garden beds are fully turfed or hydromulched.

The detailed design of the detention basin/s as identified on the approved plans (refer to condition 2.1), must ensure the safety of the public and/or tenants and where applicable include all required safety measures and facilities (for example, child proof fences). A maintenance plan for the proposed detention basin system must be submitted as part of any application for a Development Permit for Operational Works (stormwater works).

- 6.10 The on-site detention area must be completely outside of the existing sewerage easement.
- 6.11 Proposed drainage channels must be able to accommodate the one per cent (1%) Annual exceedance probability flood event plus have appropriate freeboard in accordance with the Queensland Urban Drainage Manual (QUDM).

7.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 7.1 A Development Permit for Operational Works (roof and allotment drainage works) must be obtained prior to the commencement of any drainage works on the development site.
- 7.2 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (roof and allotment drainage works).
- 7.3 All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause a nuisance to surrounding land or infrastructure.

8.0 SITE WORKS

- 8.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site.
- 8.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks plan that clearly identifies the following:
- 8.2.1 the location of cut and/or fill;
 - 8.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 8.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;

- 8.2.4 details of any proposed access routes that are intended to be used to transport fill to or from the development site; and
- 8.2.5 the maintenance of access roads to and from the development site so that they are free of all cut and/or fill material and cleaned as necessary.
- 8.3 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.
- 9.0 **BUILDING WORKS**
- 9.1 A Development Permit for Building Works must be obtained for the proposed building structures on the development site.
- 9.2 Impervious paved waste storage area/s must be provided in accordance with the approved plans (refer to condition 2.1) and the *Environmental Protection Regulation 2019* and must be:
 - 9.2.1 designed and located so as not to cause a nuisance to neighbouring properties;
 - 9.2.2 screened so as not to be visible from a public space;
 - 9.2.3 of a sufficient size to accommodate commercial type bins that will be serviced by a commercial contractor plus clearances around the bins for manoeuvring and cleaning;
 - 9.2.4 provided with a suitable hosecock and hoses at the refuse container area, and washdown must be drained to the sewer and fitted with an approved stormwater diversion valve arrangement in accordance with the Sewerage Trade Waste provisions and the *Plumbing and Drainage Act 2018*.

As an alternative to a washdown facility, a fully contained commercial bin cleaning service is acceptable provided no wastewater is discharged from the site to the sewer.
- 9.3 All electrical and telecommunication services and utilities connected to the property, including electrical outlets, must be designed and installed at such a height that they are a minimum of 500 millimetres above a one per cent (1%) Annual exceedance probability flood level.
- 9.4 The finished floor level of all proposed building structures (refer to condition 2.1) must be a minimum of 500 millimetres above the one per cent (1%) annual exceedance probability flood inundation level.
- 10.0 **LANDSCAPING WORKS**
- 10.1 A Development Permit for Operational Works (landscaping works) must be obtained prior to the commencement of any landscaping works required by this development approval.
- 10.2 Submit to Council for approval, prior to submission of a development application for Operational Works for Landscaping Works, an amended Landscape Concept Plan that provides the following:
 - 10.2.1 Landscaping within the landscaped areas required by conditions 2.3 that includes a vegetated buffer, created through a two tier planting approach consisting of:
 - 10.2.1.1 A minimum of two (2) shade or rounded canopy trees for every five (5) linear metres or part thereof of the length of the vegetated buffer;
 - 10.2.1.2 A minimum of two (2) shrubs for every three (3) linear metres or part thereof of the length of the vegetated buffer.

- 10.3 Landscaping must be constructed and/or established prior to the commencement of the use in all areas shown on the approved plans (refer to condition 2.1).
- 10.4 Landscaping must be designed in accordance with the requirements of *Australian Standard AS 1428 — Design for access and mobility*.
- 10.5 At least fifty (50) per cent of all new plantings within the landscaping areas (refer to condition 2.1) must be locally native species with low water dependency and must comply with the following requirements:
 - 10.5.1 Plant species are chosen from sources recommended in *Planning Scheme Policy SC6.12 – Landscape Design and Street Trees Planning Scheme Policy*; and
 - 10.5.2 Plant species must not include undesirable species identified in *Planning Scheme Policy SC6.12 – Landscape Design and Street Trees Planning Scheme Policy*.
- 10.6 Root control barriers must be installed where invasive roots may cause damage to car parking areas, pedestrian paths and road carriageways.
- 10.7 Large trees must not be planted within one (1) metre of the centreline of any sewerage and/or water infrastructure; small shrubs and groundcover are acceptable.
- 10.8 Landscaping, or any part thereof, upon reaching full maturity, must not:
 - 10.8.1 obstruct sight visibility zones as defined in the Austroads 'Guide to Traffic Engineering Practice' series of publications;
 - 10.8.2 adversely affect any road lighting or public space lighting; or adversely affect any Council infrastructure, or public utility plant
- 11.0 ELECTRICITY
- 11.1 Electricity services must be provided to the development in accordance with the standards and requirements of the relevant service provider.
- 12.0 TELECOMMUNICATIONS
- 12.1 Telecommunications services must be provided to the development in accordance with the standards and requirements of the relevant service provider.
- 13.0 ASSET MANAGEMENT
- 13.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 13.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.
- 13.3 'As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of the use. This information must be provided in accordance with the *Asset Design and As Constructed Manual (ADAC)*.
- 14.0 ENVIRONMENTAL HEALTH
- 14.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with *Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting"*.

- 14.2 Noise emitted from the activity must not cause an environmental nuisance.
- 14.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, odour, noise or dust.
- 14.4 When requested by Council, noise monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise. The monitoring data, an analysis of the data and a report, including noise mitigation measures, must be provided Council within fourteen (14) days of the completion of the investigation. Council may require any noise mitigation measures identified in the assessment to be implemented within appropriate timeframes. Noise measurements must be compared with the acoustic quality objectives specified in the most recent edition of the *Environmental Protection (Noise) Policy*.
- 14.5 Plant and equipment must be maintained in proper working order at all times, in accordance with the manufacturer's directions to ensure the efficiency of the equipment.
- 14.6 Stormwater must be prevented from entering contaminated work areas. Any stormwater which may enter into a contaminated area must not be drained to the stormwater drainage system.
- 14.7 No contaminants are permitted to be released to land or water, including soil, silt, oils, detergents, etcetera. Any wash-down areas used for the maintenance or cleaning of equipment (including vehicles) must be appropriately bunded and drained to the sewer network in accordance with a trade waste permit.
- 14.8 An appropriate spill kit must be kept on-site for neutralising or decontaminating spills. The spill kit must be clearly identifiable, maintained regularly and stored in a central location that is easily accessible to employees. Staff must be adequately trained in the use of these materials. The spill kit may consist of:
- 14.8.1 a bin with a tight-fitting lid, partially filled with non-combustible absorbent material such as vermiculite;
 - 14.8.2 a broom, shovel, face shield, chemically-resistant boots and gloves; and
 - 14.8.3 waste bags and ties.
- 14.9 Any spillage of environmentally hazardous liquids or other materials must be cleaned up as quickly as practicable. Any spillage of waste and/or contaminants must not be hosed or swept to any stormwater drainage system, roadside gutter or waters.
- 14.10 Regulated waste and any other contaminated waste must not be released to the environment, stored, transferred or disposed of in such a manner that it will or may cause environmental harm or nuisance. This includes any waste being burnt or incinerated at the premises.
- 14.11 All fuel dispensing areas must be drained to a holding tank or the sewer through a trade waste approved oil interceptor/separation system.
- 15.0 OPERATING PROCEDURES
- 15.1 Noise barrier fencing must be established, retained and maintained in accordance with section 6.1 of the approved Environmental Noise Assessment and approved plan (refer to condition 2.1).
- 15.2 Mobile refrigeration plant (vehicles with generators or refrigeration equipment) is not permitted to be used on-site between 22:00 and 06:00.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the

“cultural heritage duty of care”). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships website www.dsdsatsip.qld.gov.au.

NOTE 2. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 3. General Safety Of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 4. Infrastructure Charges Notice

This application is subject to infrastructure charges in accordance with Council policies. The charges are presented on an Infrastructure Charges Notice.

NOTE 5. Licensable Activities

Should an activity licensable by Rockhampton Regional Council be proposed for the premises, Council's Environment and Public Health Unit should be consulted to determine whether any approvals are required. Such activities may include food preparation/sale. Approval for such activities is required before 'fitout' and operation.

RECONFIGURING A LOT CONDITIONS

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.5.1 Operational Works:
 - (i) Water Works.

- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.8 Easements A and B over Lot 1 must provide unrestricted access to Lot 2. Easement documents must accompany the Survey Plan for endorsement by Council, prior to the issue of the Survey Plan Approval Certificate. The easement must be in favour of Lot 2.
- 1.9 A stormwater easement (Easement E) must be provided over Lot 1. Easement documents must accompany the Survey Plan for endorsement by Council, prior to the issue of the Survey Plan Approval Certificate.
- 1.10 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:

Plan/Document Name	Prepared by	Date	Reference No.	Version/Issue/Rev
Subdivision Plan	Verve Building Design Co	14 March 2023	22175 DA06	D

- 2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.
- 2.3 Submit to Council for approval prior to survey plan endorsement, an amended Subdivision Plan that shows the following:
 - 2.3.1 The 2.5 metre wide landscaped area on the northern side of the acoustic barrier fence, required by Condition 2.3 of this development approval relating to the Material Change of Use component, included within proposed Lot 1. If the Material Change of Use for Service Station does not get acted upon, an amended Subdivision Plan is not required to be submitted for approval.

3.0 SEWERAGE WORKS

- 3.1 All sewerage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008*, and *Plumbing and Drainage Act 2018*.
- 3.2 All lots within the development must be connected to Council's reticulated sewerage network. Each lot must be provided with its own separate sewerage connection point, located wholly within its respective property boundary.

4.0 WATER WORKS

- 4.1 A Development Permit for Operational Works (water works) must be obtained prior to the commencement of any water works required by this development approval.
- 4.2 All water works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2018* and the provisions of a Development Permit for Operational Works (water works).

- 4.3 All lots within the development must be connected to Council's reticulated water network.

- 4.4 A 150 millimetre diameter Water Main must be extended from the existing fire hydrant located at the common boundary with Lot 3 on SP316476 and Lot 81 on SP300144 along Yaamba Road for the full frontage of the development site. This water main must be terminated at the common boundary of Lot 81 on SP300144 and Lot 72 on SP258697 and a Fire Hydrant (FH) must be installed at the termination point.

Note: Any works proposed within the state controlled corridor will require a road corridor permit to be obtained from Department of Transport and Main Roads (DTMR).

5.0 STORMWATER WORKS

- 5.1 All stormwater discharge must be lawful and must not adversely affect surrounding land or infrastructure in comparison to the pre-development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.
- 5.2 An easement must be provided over the one per cent (1%) annual exceedance probability inundation extents for the local catchment flooding over the site. The easement will be in favour of Council.

6.0 SITE WORKS

- 6.1 Any site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.

7.0 ELECTRICITY

- 7.1 Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.

8.0 TELECOMMUNICATIONS

- 8.1 Telecommunications services must be provided to each lot in accordance with the standards and requirements of the relevant service provider. Unless otherwise stipulated by telecommunications legislation at the time of installation, this includes all necessary pits and pipes, and conduits that provide a connection to the telecommunications network.

9.0 ASSET MANAGEMENT

- 9.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 9.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.
- 9.3 'As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the issue of the Survey Plan Approval Certificate. This information must be provided in accordance with the Asset Design and As Constructed Manual (ADAC).

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable

measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships website www.dsdsatsip.qld.gov.au.

NOTE 2. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 3. General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 4. Infrastructure Charges Notice

This application is subject to infrastructure charges in accordance with Council policies. The charges are presented on an Infrastructure Charges Notice.

OPERATIONAL WORKS CONDITIONS

1.0 ADMINISTRATION

- 1.1 The owner, the owner’s successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 The following further development permits are required prior to the commencement of any works on the site:
 - 1.4.1 Building Works.
- 1.5 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved advertising device must be completed and maintained generally in accordance with the approved drawings and documents, except where amended by the conditions of this permit.

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Signage Plan & Details	Verve Building Design Co	14 March 2023	22175 DA07	C

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

3.0 OPERATING PROCEDURE

- 3.1 All advertising devices must only display or advertise a matter associated with the primary purpose for which the premises are used, or the purpose stated in this approval.
- 3.2 All text and images displayed on the approved advertising device:
 - 3.2.1 must be static;
 - 3.2.2 must not imitate a traffic control device, move contrary to any traffic control device or include traffic instructions (for example 'stop'); and
 - 3.2.3 must not involve moving parts or flashing lights.
- 3.3 Any lighting devices associated with the advertising device, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents or motorists. Night lighting must be designed, constructed and operated in accordance with '*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*' and '*Civil Aviation Safety Authority (CASA) Guidelines: Lighting in the vicinity of aerodromes: Advice to lighting designers*'.

4.0 DIGITAL SCREEN DISPLAY FEATURES

- 4.1 The digital display screen must incorporate an automatic error detection system which will turn off the screen display or display a blank screen should the screen malfunction.
- 4.2 The display screen must incorporate a minimum of two (2) automated ambient light sensors capable of supporting a minimum of five (5) levels of stepped dimming to ensure display screen luminance can adjust automatically in response to surrounding ambient light conditions from dark of night to fully sunlit conditions.
- 4.3 The display screen must provide for on-site control, operation, configuration and diagnosis of the screen display.
- 4.4 Messages must remain static for a minimum dwell time of eight (8) seconds, and are not to scroll across the screen or incorporate flashing, blinking, revolving, pulsating, high contrast or rotating effects animation.
- 4.5 Each change of advertisement is to be completed instantaneously (i.e. within 0.1 of a second).

5.0 DIGITAL SCREEN ADVERTISEMENTS AND MOVEMENT

- 5.1 The display screen must not be split to display multiple advertisements on the one (1) display screen.
- 5.2 Advertisements must not display text, photographs or symbols depicting, mimicking or that could be reasonably interpreted as a traffic control device.
- 5.3 Advertisements must not invite traffic to move contrary to any traffic control device, or turn where there is fast moving traffic.
- 5.4 Advertisements must only promote a single, self-contained advertising message that is clear, succinct, and legible. The use of text components in a sequential manner, whereby text refers to or is reliant on previous or successive screen displays in order to convey an advertising message is not permitted.

Note: An advertising message refers to the main point the advertisement is attempting to convey to its target audience. This condition seeks to ensure that vehicle drivers in particular are not required to spend an excessive amount of time reading and interpreting advertisements.

- 5.5 Changeover animation effects such as 'fade', 'zoom', or 'fly-in' between advertisements must not be used.
- 5.6 A blank black, white, or any coloured screen must not be displayed between

advertisements.

- 5.7 Advertisements that incorporate moving visual images, such as videos or animations must not be displayed.
- 5.8 Advertising devices must not be capable of playing audio nor be synchronised with any outdoor sound system utilised for advertising purposes.

6.0 LUMINANCE

- 6.1 Luminance levels of the advertising device must not exceed the applicable levels listed in Table 2 below.

Table 2: Luminance levels for Advertising Devices
(Source: OMA)

Lighting Condition	Zone 1	Zone 2	Zone 3
Full Sun on Sign face	Maximum Output	Maximum Output	Maximum Output
Day Time Luminance	6000-7000 cd/m ²	6000-7000 cd/m ²	6000-7000 cd/m ²
Morning/Evening/Twilight/inclement weather	1000 cd/m ²	700 cd/m ²	600 cd/m ²
Night Time	500 cd/m ²	350 cd/m ²	300 cd/m ²

Note:

- Zone 1 very high ambient off street lighting i.e central city locations
- Zone 2 high to medium off street ambient lighting
- Zone 3 low levels of off street ambient lighting, i.e. most residential areas, rural areas.

7.0 BUILDING WORKS

- 7.1 A Development Permit for Building Works assessable under the Building Assessment Provisions must be obtained prior to the commencement of any building works on the site.
- 7.2 No external loadings are to occur to the existing 225 millimetre sewerage main from the proposed pylon signage footings/structure. Any damage caused to the existing 225 millimetre sewerage main during the signage construction must be rectified

8.0 ASSET MANAGEMENT

- 8.1 Any damage to, or alterations necessary, to electricity, telephone, water mains, sewerage mains, stormwater drains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken immediately, at no cost to Council, and completed within the following timeframes:
- 8.1.1 where damage causes a hazard to pedestrian/traffic safety or interrupts a community service, immediately; or
- 8.1.2 as soon as reasonably possible as agreed with Council.

9.0 ADVERTISING DEVICE CONSTRUCTION AND MAINTENANCE

- 9.1 Council reserves the right for uninterrupted access to the site at all times during construction.
- 9.2 All Construction work and other associated activities are permitted only between 0630 hours and 1800 hours Monday to Saturday. No work is permitted on Sundays or public holidays. All requirements of the *Environmental Protection Act 1994* and the

Environmental Protection Regulation 2019 must be observed at all times, unless otherwise approved by Council in writing.

- 9.3 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site.
- 9.4 Any proposed works within the vicinity (or zone of influence) of existing Council infrastructure will not adversely affect the integrity of the infrastructure. Any restoration works required on existing Council infrastructure as a result of proposed works will be at the developer's expense.
- 9.5 The pylon sign must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.
- 9.6 All conduits, wiring, switches or other control apparatus installed on an Advertising Device must be concealed from general view, with control apparatus secured in a manner to prevent unauthorised entry and display setting tampering.
- 9.7 All electrical services and systems must comply with *Australian and New Zealand Standard AS/NZS 3000:2007* – "Electrical Installations".
- 9.8 All advertising devices must be maintained at all times on the premises by the owner of the premises to the same standard as it was when it was installed, and be maintained in a safe, clean, condition that does not adversely impact the visual amenity.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships website www.dsdsatsip.qld.gov.au

NOTE 2. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Work Health and Safety Act 2011* and the *Public Health Act 2005*.

NOTE 3. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 4. General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

PROPOSAL IN DETAIL

Overview

The Applicant seeks a Development Permit for the following types of development:

- Material Change of Use for Service Station
- Reconfiguring a Lot, being:
 - One (1) lot into two (2) lots
 - Access easements x two (2)
- Operational Works for Advertising Devices, being:
 - Freestanding sign x one (1) (pylon sign)
 - Wall sign x two (2)
 - Canopy sign x three (3)

The proposal is to utilise the front portion of the site for a new service station that provides eight (8) bowzers for standard vehicles and two (2) bowzers for heavy vehicles. The service station will operate 24 hours per day, seven (7) days per week. The service station will exist in a newly created lot, with the existing shed and balance of the undeveloped site contained to another lot.

The Reconfiguring a Lot component involves subdividing the site into two separate lots and creating two (2) access easements that provide unrestricted access to the proposed second lot from Yaamba Road. Proposed Lot 1 is 10,000m² and proposed Lot 2 is 88,470m².

Built Form

The service station notably includes two covered refuelling areas, the service station building that includes the shop and ancillary food and drink component, and acoustic fencing.

The first covered area accommodates four (4) bowzers and is approximately 336m² and has a maximum height of 5.65m. The second covered area accommodates two (2) bowzers for heavy vehicles and is approximately 160m² and has a maximum height of 6.05m.

The service station building has a Gross Floor Area (GFA) of 350m² and maximum height of 4.35m. The building is located centrally within Proposed Lot 1 and presents towards the Yaamba Road frontage. Visually it presents similar to most contemporary service station buildings.

A 5.5m high acoustic fence is required around the side and rear boundaries of the service station. The acoustic fence does not directly adjoin a common boundary with the low density residential development to the north or existing short-term accommodation to the south. The acoustic fence is located approximately 100m from the low density residential zone to the north and 22m from the short-term accommodation to the south.

Advertising Devices

The proposed freestanding (pylon) sign will be a maximum height of 10m and have a sign face area of 20m², with signage provided on both sides. The freestanding sign is located at the entrance to the service station. It will digitally display the fuel prices.

The proposed wall signs are located on the western façade of the service station building. The wall signs will have a sign face area of approximately 7m² (2.6m x 2.6m) and 1m² (3.03m x 0.35m). These signs are not digital but are understood to be illuminated.

The proposed canopy signs will be located on the proposed canopies over the refuelling areas. The canopy signs will have a sign face area of 2.4m² (2.76m x 0.85m).

Access and Parking

Access to the site is solely from Yaamba Road via a single crossover point at the northern section of proposed Lot 1. An egress is proposed at the southern end of Proposed Lot 1. Yaamba Road is a State-controlled road and access was assessed and decided by the Department of Transport and Main Roads.

14 on-site car parking spaces are provided, in addition to nine (9) heavy vehicle parking spaces at the rear of the site. All vehicle parking spaces will be sealed.

SITE AND LOCALITY

The site is located at 1018 – 1038 Yaamba Road, Parkhurst, formally described as Lot 81 on SP300144. The site is an elongated lot that is 98,470m² in area that has an approximate 200m frontage to Yaamba Road, which is a State-controlled road. The site is improved by a shed in north-western portion of the site, towards the Yaamba Road frontage. The remainder of the site is cleared with a gradual slope downward from the rear boundary (eastern boundary) to the Yaamba Road boundary (western boundary). An easement along the front property boundary contains a sewer reticulation main. An easement in the south-eastern portion of the site is for drainage purposes.

The site is bound to the north by a sewerage pump station and established low density residential development comprising single detached dwellings. To the east is a large unimproved lot owned by Council that is zoned Emerging Community and beyond that is bushland located within Livingstone Shire Council. To the south is a short-term accommodation development and beyond that is a combination of vacant land improved by tourist parks, a service station and low density residential development. To the west is Yaamba Road and industrial development that generally extends from the site south along Yaamba Road through to its intersection with Yeppoon Road.

PLANNING ASSESSMENT

This application has been assessed by relevant Council planning, engineering, environmental health, and other technical officers as required. The assessment has been in accordance with the assessment process provisions of the Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Town Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

TOWN PLANNING COMMENTS**State Planning Policy 2017**

Section 2.1 of *Rockhampton Region Planning Scheme 2015* noted the *State Planning Policy 2017* is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the *Rockhampton Region Planning Scheme 2015*.

Central Queensland Regional Plan 2013

The *Central Queensland Regional Plan 2013* is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the *Central Queensland Regional Plan 2013*.

Rockhampton Region Planning Scheme 2015**Strategic framework**

The subject site is situated within the New Urban Area designation under the settlement pattern theme of the Strategic Framework mapping. The following themes of the Strategic Framework, including the Strategic Outcomes and Specific Outcomes, have been considered in the assessment of the proposed development:

- Settlement pattern,

- Natural environment and hazards,
- Community identity and diversity,
- Access and mobility,
- Infrastructure services; and
- Natural resources and economic development

The proposed development advances and does not compromise all above listed themes of the Strategic Framework, except for the Settlement pattern theme. An assessment against relevant parts of the Settlement pattern theme has been undertaken and is contained in **Recommendation A** of this report.

Low Density Residential Zone

The subject site is situated within the Low Density Residential Zone under the *Rockhampton Region Planning Scheme 2015*. The purpose of the Low Density Residential Zone identifies that: -

(1) The purpose of the low density residential zone code is to:

- (a) provide locations where residential uses, predominantly in the form and type of single detached one (1) storey and two (2) storey dwelling houses on individual lots are preferred to develop;**
- (b) provide for the development of a mixture of other residential land use types that provide for long-term residency, where they are sited and designed to maintain the existing urban form (low rise and low density) and amenity of the surrounding area;*
- (c) minimise land use conflict and ensure that community and recreation facilities develop only where they are consistent with amenity and characteristics of the surrounding area; and*
- (d) ensure that development within the zone has appropriate standards of infrastructure and essential services.*

(2) The purposes of the zone will be achieved through the following overall outcomes:

- (a) development provides for predominantly single detached dwelling houses on individual lots of varying sizes and dual occupancies, maintaining a generally low-rise, 1-2 storey built form and low density character with small scale, detached buildings;*
- (b) residential development within the zone is of a type which primarily provides for the long-term accommodation of residents and not for short-term accommodation, except in the circumstances stated in (d);*
- (c) low-rise multiple dwellings, relocatable home parks, residential care facilities and retirement facilities develop in the zone when they are situated in proximity (convenient walking distance) to parks, centres, major community facilities (hospital, university etcetera) and have access to higher order roads (minor urban collector or higher) or public transport;*
- (d) short-term accommodations only occurs where it:*
 - (i) is established in an existing dwelling;*
 - (ii) does not adversely impact on the amenity of the surrounding residential area;*
 - (iii) maintains the appearance of an ordinary dwelling that is consistent with the intentions of the zone; and*
 - (iv) is limited in scale and duration;*

(e) non-residential uses only occur within the zone where they:

- (i) do not compromise the residential character and existing amenity of the surrounding area;**
 - (ii) are small-scale and consistent with the surrounding urban form;**
 - (iii) primarily function to service the needs of the immediate local residential community;**
 - (iv) do not detract from the role and function of centres;**
 - (v) do not result in the expansion of a centre zone; and**
 - (vi) have direct access to higher order roads (minor urban collector or higher) and are in proximity to public transport;**
- (f) neighbourhood centres do not expand to service a wider local centre catchment. South Gracemere is to accommodate a neighbourhood centre commensurate with the population of the immediate catchment;*
- (g) new proposed centres within greenfield areas are not intended to accommodate full-line supermarkets;*
- (h) development maximises opportunities for surveillance, activation of street fronts, integration with surrounding streetscapes, and presents an attractive appearance to the street with variations in built form, shape and colour;*
- (i) development maintains a high level of residential amenity having regard to traffic, noise, dust, odour, lighting and other locally specific impacts**
- (j) new residential developments are not located in proximity to existing incompatible uses such as rural uses, industrial uses and major community facilities without separation distances, landscaping and screening that minimise impacts on amenity in relation to noise, odour, dust, light, loss of privacy or other adverse impacts;*
- (k) new residential developments are located and integrated with existing neighbourhoods;*
- (l) development is sited and designed to respond to the region's climate (sustainable practices for maximising energy efficiency, water conservation and public/active transport use), local heritage features, natural landscape features and environmental constraints;*
- (m) development provides connection to pathways, cycle ways, roads and public transport infrastructure commensurate with the needs of the use;*
- (n) development is serviced by infrastructure that is commensurate with the needs of the use; and*

Does Not Comply (in part) – The proposed development presents conflicts with elements of the overall outcomes emboldened within the Low Density Residential Zone Code because it involves a non-residential use and does not involve a residential activity. To the extent conflicts exist with the overall outcomes of the Zone code, these are outweighed having regard to Relevant Matters contained in the Statement of Reasons in **Recommendation A** of this report.

Rockhampton Regional Planning Scheme Codes

The following codes are applicable to this application:

- Low Density Residential Zone Code;
- Access, Parking and Transport Code;
- Landscape Code;

- Stormwater Management Code;
- Waste Management Code;
- Water and Sewer Code;
- Filling and Excavation Code;
- Reconfiguring a Lot Code;
- Advertising Devices Code; and
- Flood Hazard Overlay Code.

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance Outcomes and Acceptable Outcomes. Where the application is in conflict with the Acceptable Outcomes and is not otherwise conditioned to comply an assessment of the Performance Outcomes is contained in the Statement of Reasons in **Recommendation A** of this report.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 1) of 2022 for **non-residential development (Material Change of Use)** applies to the application. The Infrastructure Charges are as follows:

- A charge of \$69,020 for Gross Floor Area being 350 square metres (service station building);
- A charge of \$77,066.10 for Impervious Area being 7,038 square metres (roof area, hardstand areas, access, and parking areas); and
- An Infrastructure Charge Credit of \$30,677.65 applicable for the existing one (1) lot.

In accordance with section 3.1 of *Charges Resolution (No.1) of 2022*, the base charge will be automatically increased using the Producer Price Index (PPI), adjusted according to the three (3) yearly PPI average quarterly percentage change between financial quarters; and

In accordance with Development Incentives Policy, section 3.5 of the *Charges Resolution (No. 1) of 2022*, the levied charge will be 85 per cent of the total charge calculated.

The automatic increase and development incentive calculations are reflected in the below table:

Column 1 Use Schedule	Column 1A Use	Column 2 Adopted Infrastructure Charge for non-residential development (\$)		Column 3 Calculated Charge
		(a) per m ² of Gross Floor Area (GFA)	(b) per m ² Impervious to Stormwater	
Commercial (retail)	Service Station	197.20	10.95	\$146,086.10
Total Base Charge				\$146,086.10
Charge (including PPI)				\$149,250.65
Total Base Credit				\$30,677.65
Credit (including PPI)				\$31,342.20
TOTAL CHARGE				\$117,908.45
LEVIED CHARGE (15% discount applied)				\$100,222.18

Therefore, a total charge of \$100,222.18 is payable for the development prior to commencement of the use (**Material Change of Use**).

Charges Resolution (No. 1) of 2022 for **Reconfiguring a Lot** applies to the application. The Infrastructure Charges are as follows:

- (a) A charge of \$61,355.30 for two (2) new lots; and
- (b) An Infrastructure Credit of \$30,677.65, applicable for the existing one (1) lot.

In accordance with section 3.1 of *Charges Resolution (No.1) of 2022*, the base charge will be automatically increased using the Producer Price Index (PPI), adjusted according to the three (3) yearly PPI average quarterly percentage change between financial quarters; and

In accordance with Development Incentives Policy, section 3.5 of the *Charges Resolution (No. 1) of 2022*, the levied charge will be 85 per cent of the total charge calculated.

The automatic increase and development incentive calculations are reflected in the below table:

Column 1 Use	Column 2 Infrastructure Charge (\$)	Column 3 Unit	Column 4 Calculated Charge
Reconfiguring a lot	30,677.65	per lot	\$61,355.30
Total Base Charge			\$61,355.30
Charge (including PPI)			\$62,684.39
Total Base Credit			\$30,677.65
Credit (including PPI)			\$31,342.20
TOTAL CHARGE			\$31,342.20
LEVIED CHARGE (15% discount applied)			\$26,640.87

Therefore, a charge of \$26,640.87 is payable prior to endorsement of survey plan (**Reconfiguring a Lot**).

As per the Charges Resolution (No. 1) of 2022 there are no infrastructure charges payable for an Advertising Device (**Operational Works**) and therefore an Infrastructure Charges Notice will not be issued for this aspect of the development.

CONSULTATION

The proposal was the subject of public notification between 20 March and 11 April 2023, in accordance with the requirements of the *Planning Act 2016* and the Development Assessment Rules, and two (2) properly submissions were received.

The issues raised and how they were considered and addresses is outlined in the Statement of Reasons in **Recommendation A** of this Report.

REFERRALS

The application was referred to the Department of State Development, Infrastructure, Local Government and Planning (State Assessment and Referral Agency Department) as a Concurrence. The Department assessed the application and provided a referral agency response on 12 April 2023.

CONCLUSION

THAT the proposed development is not anticipated to compromise the Strategic Framework of Rockhampton Region Planning Scheme 2015 or is otherwise supported by relevant matters. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

**DEVELOPMENT APPLICATION FOR
MATERIAL CHANGE OF USE FOR
SERVICE STATION, RECONFIGURING
A LOT (ONE LOT INTO TWO LOTS AND
ACCESS EASEMENTS) AND
OPERATIONAL WORKS FOR
ADVERTISING DEVICES
(PYLON SIGN X 1, WALL SIGN X 2
AND CANOPY SIGN X 3)**

Locality Plan

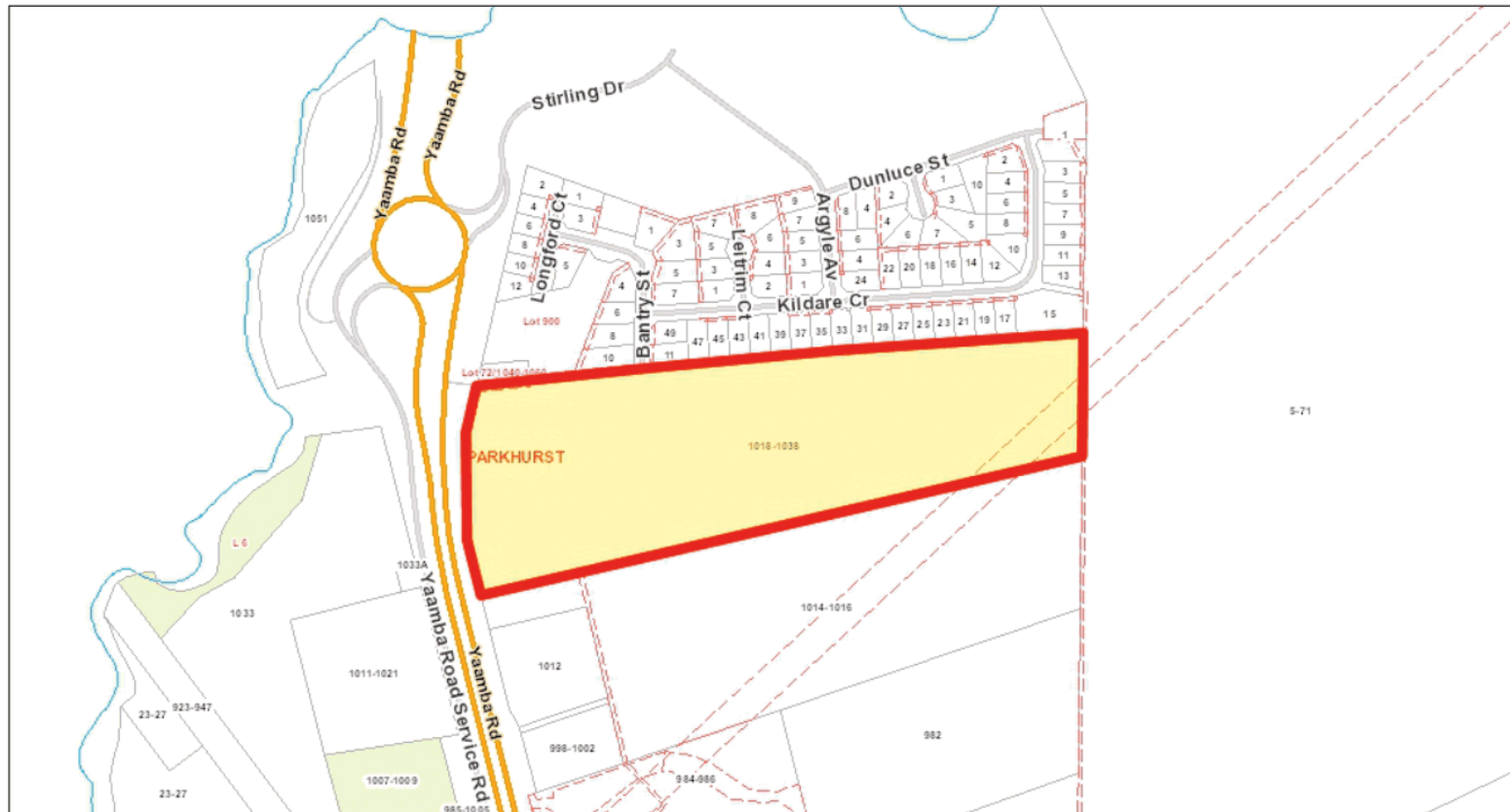
Meeting Date: 27 June 2023

Attachment No: 1



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**DEVELOPMENT APPLICATION FOR
MATERIAL CHANGE OF USE FOR
SERVICE STATION, RECONFIGURING
A LOT (ONE LOT INTO TWO LOTS AND
ACCESS EASEMENTS) AND
OPERATIONAL WORKS FOR
ADVERTISING DEVICES
(PYLON SIGN X 1, WALL SIGN X 2
AND CANOPY SIGN X 3)**

Site Plan (Material Change of Use)

Meeting Date: 27 June 2023

Attachment No: 2

**DEVELOPMENT APPLICATION FOR
MATERIAL CHANGE OF USE FOR
SERVICE STATION, RECONFIGURING
A LOT (ONE LOT INTO TWO LOTS AND
ACCESS EASEMENTS) AND
OPERATIONAL WORKS FOR
ADVERTISING DEVICES
(PYLON SIGN X 1, WALL SIGN X 2
AND CANOPY SIGN X 3)**

Reconfiguring a Lot Plan

Meeting Date: 27 June 2023

Attachment No: 3

**DEVELOPMENT APPLICATION FOR
MATERIAL CHANGE OF USE FOR
SERVICE STATION, RECONFIGURING
A LOT (ONE LOT INTO TWO LOTS AND
ACCESS EASEMENTS) AND
OPERATIONAL WORKS FOR
ADVERTISING DEVICES
(PYLON SIGN X 1, WALL SIGN X 2
AND CANOPY SIGN X 3)**

Elevations Plans

Meeting Date: 27 June 2023

Attachment No: 4

11.5 ROCKHAMPTON REGIONAL COUNCIL RESOURCE RECOVERY STRATEGY REVISION 2023**File No:** 121**Attachments:** 1. RRC Resource Recovery Strategy [↓](#)**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

The purpose of this report is to provide Councillors with the final revised Rockhampton Regional Council Resource Recovery Strategy and to seek endorsement.

OFFICER'S RECOMMENDATION

THAT Council endorse the revised Rockhampton Regional Council Resource Recovery Strategy.

COMMENTARY

The Rockhampton Regional Council (RRC) Resource Recovery Strategy fulfils Council's requirement under the *Waste Reduction & Recycling Act 2011*, to maintain a Waste Reduction & Recycling Plan (WRRP) and to review it every three years.

Headline revisions:

- Zero waste (90% diversion from landfill) continues to be Council's long-term goal, but the target date has been brought forward to 2040. This reflects the imperative to deliver much quicker reductions in carbon emissions, as well as the need to preserve current landfill capacity.
- The Regional Waste and Resource Recovery Management Plan has directly informed this plan:
 - Whilst Council continue to aspire to zero waste, achievable resource recovery targets are set at 78% in line with viability laid out in the regional plan
 - Many of the strategic actions included are now directly aligned with the same actions in the regional plan
- A two-stream approach has been adopted to achieve the revised recovery targets:
 - 60% recovery will be achieved by 2030, driven by the introduction of a kerbside organics service, and with improvements in existing and new resource recovery activities
 - The remaining recovery up to 78% will be achieved by 2040, with an investment in a regional energy from waste solution
- The strategy includes a much stronger focus on advocacy to State and Federal Government for essential policy and funding support.

BUDGET IMPLICATIONS

The implementation of each component of this strategy will be covered either by the existing Rockhampton Regional Waste and Recycling budget or will be subject to development of a business case to justify additional expenditure. Each business case will be presented to Council for endorsement

CONCLUSION

This strategy is both a legislative requirement, and a key component of Council's commitment to delivering sustainable waste management on behalf of our community. As well as setting the long-term agenda, it also acts as a key tool in engaging the community, local business, and funding agencies.

ROCKHAMPTON REGIONAL COUNCIL RESOURCE RECOVERY STRATEGY REVISION 2023

RRC Resource Recovery Strategy

Meeting Date: 27 June 2023

Attachment No: 1

Resource Recovery STRATEGY

DRAFT FOR CONSULTATION



Reaching
zero
waste

Rockhampton
Regional Council

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Message from THE MAYOR

Waste management has become one of the most important and high-profile issues in recent years. Our ever-increasing consumption and desire for convenience, combined with our continued dependence on a make-use-dispose economic model is imposing a burden on the environment and on our economic wellbeing.

The policy response to this from all levels of government has been clear and focused; Australia must now embrace the principles of a circular economy. As a community, we can no longer think in terms of waste, we need to think in terms of resources, and in particular, how those resources can be returned into productive use over and over again.

In the three years since we published our first Waste Strategy, I am very proud of the progress Council has made, including the commencement of landfill gas capture at our Lakes Creek Road facility, installation of only the second polystyrene processing facility anywhere in Queensland, introduction of solar panel diversion, and the completion of a 12-month FOGO trial.

It has not all been positive news however. In the three years to 2022, total waste generation in our community increased year on year. Furthermore, despite policy commitments from all levels of government, economic barriers continued to deter investment in resource recovery infrastructure here in our region. The continuing reality in regional communities such as ours is that landfill remains the cheapest available waste disposal option.

This new iteration of our "Resource Recovery" Strategy is therefore a timely opportunity to address these structural challenges as we redouble our commitment to achieving zero waste.

Our first priority is to shift the economics of resource recovery here in Regional Queensland. Council is committed to delivering the ambitious targets being set by Commonwealth and State Governments in respect of resource recovery. However, it must be recognised that the financial burden of meeting this ambition cannot be borne entirely by ratepayers. Suitable regulatory support and financial investment in infrastructure is required to make resource recovery a reality for regional communities.

I gratefully acknowledge the support of the Queensland Government in developing the first Central Queensland Waste and Resource Recovery Management Plan, and its commitment to support this plan with a suitable level of investment. This is an important collective effort that will support investment in major resource recovery infrastructure here in our region.

The second core theme of this strategy is the collective effort that is now required from every one of us. If we are to continue to enjoy the benefits of living in this beautiful part of the world, each of us must now step up and fully embrace a circular economy. We can no longer expect the same right to throw away valuable materials, and certainly not without paying the appropriate price for the privilege. Instead, individuals, business, governments need to challenge our consumption behaviours, cherish what we already have, and find ways of generating value out of what we no longer need.

It is with great pleasure that I therefore present this Resource Recovery Strategy, and look forward to working alongside you all as we journey together towards zero waste.

Introduction

The purpose of this strategy is to present Council's the long-term goals for the management of waste here in our region. Council is committed to aligning with national and state policies and targets that support the move towards zero waste and net zero emissions.

Reducing waste to landfill is the primary goal of this strategy. Doing so will not only significantly reduce our carbon footprint, but will create up to three times more jobs and additional economic value to our region.

Council currently handles approximately 109,000 tonnes of waste material per annum. In 2022, 49% of this material was recovered, with the remaining 51% being buried to landfill. To achieve the zero waste ambitions of the State Government, an additional 45,000 tonnes would need to be recovered, comprising mostly of mixed commercial and domestic waste.

This strategy lays out a two-stream approach, aligned with the CQ Regional Waste and Resource Recovery Management Plan 2023.

- In the first instance, Council is committed to achieving a 60% recovery position by 2030, to be driven by the introduction of a kerbside organics service, improvement to existing resource recovery activities, and the proactive support of the whole of our community to reduce our waste generation by investing in the principles of the circular economy.
- The second stream focuses on achieving the remaining recovery target by 2040, which will require investment in an energy from waste solution as an alternative to landfill for the residual mixed waste from both commercial and domestic sources. The implementation of such a solution still has technological and economic challenges, with any such investment only viable with significant funding and policy support from State and Federal Government.

Achieving zero waste is of course critical if our community is going to reach net zero carbon emissions. Sending waste to landfill is damaging to our environment, both in terms of the methane emissions, but is also a waste of valuable resources that could be generating local economic benefit and reducing our reliance on virgin resources.

Achieving these ambitions will need collective action from the whole community, with a change in the way we think about consumption being essential. We must all actively participate in building the circular economy, starting with reducing the amount of waste we each generate. This strategy aims to provide that blueprint.

“This blueprint must include pathways, actions and targets that will enable no net emissions of greenhouse gases by 2050, the decoupling of economic growth from resource use, and emphasis on product design that focuses on reusability, repairability, recyclability”



Our Vision

To live in a community without waste.

We will become a “zero-waste” community by 2040, diverting 90% of waste from landfill.

ENVISIONED FUTURE

Our community will have fully embraced the principles of a circular economy and waste minimisation.

We will be diverting a minimum of 90% of our waste from landfill, the remainder being made up of only waste for which there is no other available disposal options such as regulated wastes.

We will adopt zero waste strategies across every waste stream, seeking out and nurturing viable local markets for the continuous recovery of materials, keeping the flow of resources as local as possible.

Business, social enterprise and the public sector will work in partnership to maximise the economic value out of all the resources we use, creating new economic activity and jobs in our community.

We will become an exemplar for best practice in waste management, being recognised for the sustainable ways in which we manage our waste.

Council’s waste management services will be delivered at a cost and a level of service that achieves the very highest in national standards.

Key Policy Drivers

The following national and state legislation and policy directly informs Council's strategic direction.

NATIONAL WASTE POLICY

The National Waste Policy (2018) and National Waste Policy Action Plan (2019) establishes the national approach to waste management, applying the principles of a circular economy whilst also giving effect to Australia's international obligations.

QUEENSLAND WASTE MANAGEMENT STRATEGY & POLICY FRAMEWORK

The **Queensland Waste Management and Resource Recovery Strategy (2019)** outlines a vision of a zero-waste society, setting a series of targets for waste reduction and resource recovery to 2050.

The **Queensland Waste Levy** provides the funding mechanism to support the implementation of the State strategy, as well as acting as an economic incentive for resource recovery by increasing the relative cost of landfill.

Since 2019, a series of supporting policy instruments have been developed in Queensland, including:

- **Energy from Waste Policy (2020)** – establishes the minimum standards for energy from waste solutions, including feedstocks, environmental, and energy recovery requirements.
- **Plastic Reduction Plan (2020)** – establishes the goals to reduce plastic waste and pollution.
- **Organics Strategy & Action Plan (2022)** – provides a strategic roadmap for halving food waste and diverting 80% of organic material from landfill by 2030.

WASTE REDUCTION & RECYCLING ACT 2011

The *Waste Reduction & Recycling Act 2011* provides the waste management legislative framework in Queensland. All councils are required to adopt a Waste Reduction and Recycling Plan, setting out how they intend to achieve the objectives of the Act. This strategy is the Waste Reduction and Recycling Plan for Rockhampton Regional Council.

REGIONAL WASTE AND RESOURCE RECOVERY MANAGEMENT PLAN

The Regional Waste and Resource Recovery Management Plan provides prioritisation of strategic actions to be taken at both a regional scale and by individual councils, so as to optimise waste and resource recovery outcomes. In doing so, it will provide a roadmap for investment decisions by State Government and other stakeholders. The RRC Resource Recovery Strategy is necessarily closely aligned with the Regional Waste and Resource Recovery Management Plan.

ROCKHAMPTON REGIONAL COUNCIL PLANNING FRAMEWORK

This strategy has been developed with regard to Council's broader corporate planning framework, in particular:

Council's Corporate Plan (2022-2027) – outlines the performance targets for Rockhampton Regional Waste & Recycling in its role as a commercial business unit of Council.

Sustainability Strategy (Towards 2030) – outlines Council's commitments to building a low carbon economy and Council's transition to net zero emissions.

Circular Economy Framework – establishes the priority areas where circular economy principles can be applied to maximum effect within our regional economy.



LET'S GO FOGO

Commencing in October 2021, Rockhampton Regional Council was one of three Councils who, in partnership with the State Government, undertook a 12-month FOGO Trial. The trial tested three different service configurations across 760 households in Rockhampton and Gracemere.

The trial provided important insights into contamination rates, recovery rates of garden organics vs food organics, rates of diversion from landfill, bin volume impacts, as well as detailed data on user satisfaction and the barriers to participation they encountered.

Waste and Recycling Councillor Shane Latcham said the findings are fundamental to developing an organics business case to determine what is needed for a community-wide roll out of the service.

"Evaluating the FOGO trial is a really important step for us to move forward to develop the business case," Cr Latcham said.

"Through this evaluation we have been able to assess the efficiency, effectiveness, impact, and sustainability of a kerbside organics service and how it would perform when rolled out across the whole of the Rockhampton region.

"A community wide kerbside organics service is estimated to have the potential to divert over 8,500 tonnes per annum of organic materials currently going to landfill via the general waste bin.

"That's around a 50% reduction - which is impressive as we work our way toward our goal of zero waste, or 90% being diverted from landfill.

"Throughout the trial we were very pleased at how the community adapted to the service and we are hoping that with the right support, the rest of the community will adapt just as well, if not even better!

"The findings and lessons learned from the trial will be used to inform a business case which will give us a better understanding of the costs associated with a community-wide roll out."

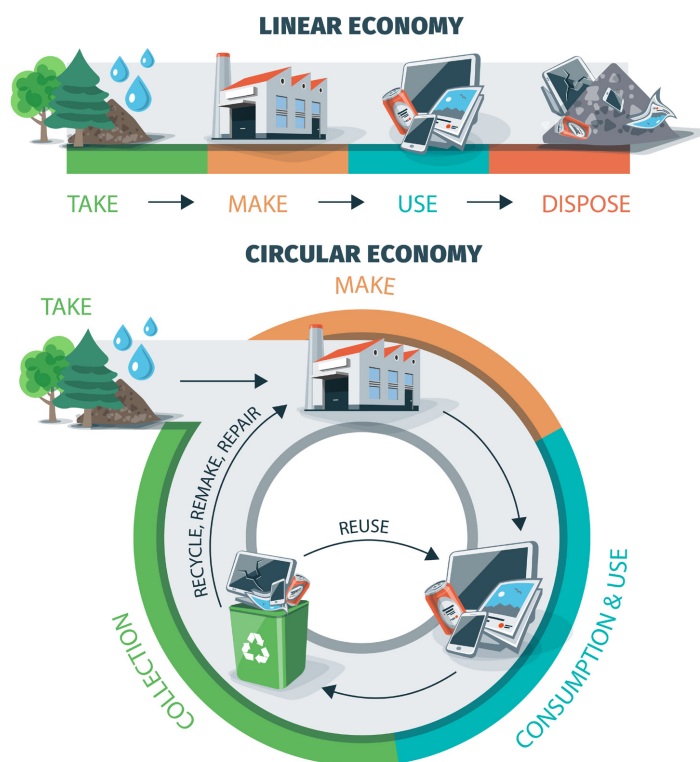
Councillor Latcham said that while Council develops the business case, further discussions with other levels of government will be taking place to highlight how our region is supporting state and federal goals and opportunities to partner together.

"We have demonstrated time and again that great things can happen when all levels of government work together, and a community-wide roll out of FOGO service is key to the shared goal of achieving zero waste."

Guiding Principles

CIRCULAR ECONOMY

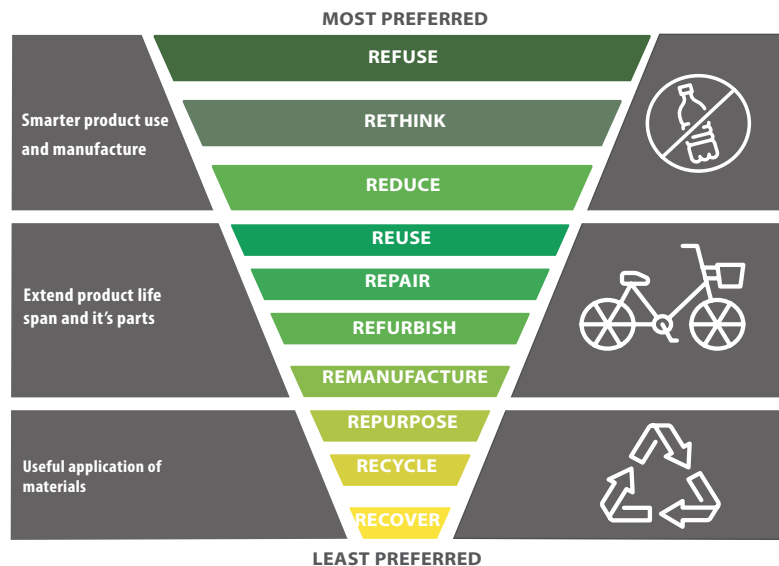
Rather than follow the current linear “take-make-use-dispose” approach, a circular economy finds opportunities across the entire supply chain to retain and circulate resources in the economy at their highest value for as long as possible. A circular economy builds on long-lasting sustainability concepts, including life cycle thinking and resource efficiency.



WASTE HIERARCHY IN THE CIRCULAR ECONOMY

The waste and resource management hierarchy is a framework that guides the order of preference for managing waste. Waste should be avoided as a first priority, only after which options for reuse and recycling should be explored. Where residual waste cannot be avoided, fuel production, energy production are then considered, and only when no other viable solution exists, do we turn to disposal.

A common method of combining the principles of the waste hierarchy with practical examples of circular activities is to think in terms of the 10Rs.



When considered in these terms, many potential examples of positive behaviours start to emerge:

- Business and consumers can be encouraged to hire, rent or lease rather than purchase products outright, particularly for occasional use or costly items.
- Businesses can offer buy-back or return options.
- Repairability designed into products, combined with improved access to repair services.
- Online exchange platforms and marketplaces to encourage reuse and repurposing.

INTER-GENERATIONAL EQUITY

Council is committed to making waste management decisions which ensure the health, diversity and productivity of our environment is maintained or enhanced for the benefit of future generations. When pricing our services therefore, it is important that the full cost of the service is charged to the service use, and not to future generations e.g. the cost of future site remediation of today's landfill needs to form part of today's pricing.

LOCAL SOLUTIONS

Creating and supporting local markets retains the economic benefits within our community, creating new skills and opportunity, and attracting new investment from outside our region. This in turn increases economic and community resilience, an essential consideration for regional and rural communities as we tackle the longer-term impacts of climate change.

Where Are We Now?

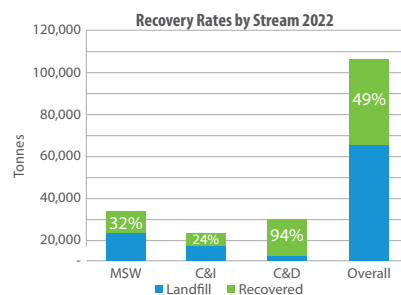
In 2023, Rockhampton Regional Council has an estimated population of 83,687, which is projected to grow at 0.9% to 98,102 by 2041. The region currently has approximately 36,000 dwellings, forecast to increase to 42,146 over the same period. This growth has been factored into the waste flow projections presented here.

The Rockhampton region's economy has lost pace with the rest of Queensland over recent decades, in 2021 contributing a 1.49% share to Queensland's Gross Regional Product (GRP) compared with 1.72% in 2001. In recent years, local economic activity has been impacted by the cyclic nature of the resources industry, and of course by the Covid pandemic. Due to this inherent unpredictability, economic growth forecasts have not been factored in the waste flow projections in this strategy.

WASTE PROFILE

Total waste generated in 2021-22 was 109,000 tonnes. Of this 54,000 tonnes were recovered and the remaining 55,000 was buried in landfill, an overall recovery rate of 49%.

Stream	Landfill tonnes	Recovered tonnes	Recovery Rate	Qld 2025 Target
MSW	28,823	13,346	32%	50%
C&I	24,318	7,767	24%	55%
C&D	1,990	32,399	94%	75%
Overall	55,132	53,513	49%	60%



The biggest waste stream is **Municipal Solid Waste** (see side bar on opposite page for definitions) at 42,000 tonnes per annum, with 32% being recovered, predominantly from green waste, metals and commingled recycling.

Commercial and Industrial (C&I) waste accounted for 32,000 tonnes per annum, with 24% being recovered, predominantly from green waste and metals.

Construction and Demolition (C&D) waste accounted for 34,000 tonnes, with 94% being recovered, predominantly from concrete, asphalt and clean earth materials.

SNAPSHOT OF WASTE IN ROCKHAMPTON 2021-2022



KERBSIDE COLLECTIONS

Council currently provides 33,000 properties with a kerbside general waste service using its own labour force and fleet of 10 collection vehicles. External contractor JJ Richards provides 33,000 properties with a fortnightly kerbside recycling collection service. All kerbside collections use 240 litre wheelie bins.

Until 2020, a privately owned material recovery facility (MRF) received and sorted around 11,500 tonnes per annum of the kerbside recyclables from four participating councils in our region. Of this total, Rockhampton provides approximately 5,000 tonnes per annum. In November 2020, this facility was destroyed in a fire. Since that time, kerbside recyclables have been transported to MRFs in Mackay and Brisbane as an interim measure, pending the procurement of a replacement long term solution here in our region.

WASTE FACILITIES

Council operates one active landfill site located at Lakes Creek Road, Rockhampton, a state of the art "piggyback" landfill that will sit over the top of the existing closed landfill. This landfill will eventually consist of up to 10 adjoining cells, with ongoing construction scheduled over several years.

The Community Recycling Centre is also located at the Lakes Creek Road site. It comprises of a large covered recycling drop off zone and adjoining reuse shop, a purpose-built waste transfer station, and several dedicated resource recovery areas recovering metals, green waste and construction & demolition materials.

Council operates a network of six regional waste facilities located at Gracemere, Mount Morgan, Bouldercombe, Alton Downs, Bajool and Bushley. These facilities accept a wide variety of self-hauled materials from the general public, including general waste, commingled recyclables, green waste, metals, tyres, mattresses, solar panels, chemical containers, oil, batteries and salvaged household goods.

Our local government area also has an estimated 30 closed landfill sites which council is required to manage and monitor in line with EP regulation.



Types of Waste EXPLAINED

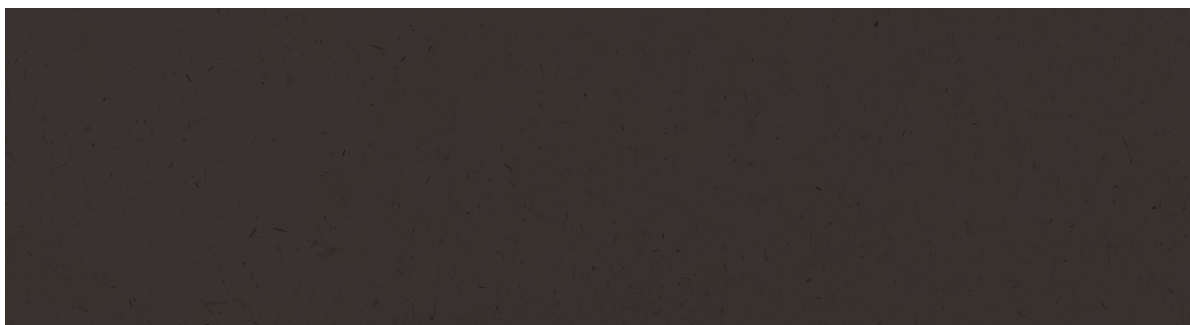
Municipal Solid Waste (MSW) is a combination of domestic and waste arising from other council activities managed on behalf of the general public, such as parks, illegal dumping and road sweepings.

Commercial and Industrial (C&I) is waste generated by businesses, including waste from schools, restaurants, retail, offices, agriculture, manufacturing, community groups and sports clubs.

Construction and Demolition (C&D) is waste generated from construction and demolition activity, typically brick, timber, concrete and metals.

Challenges & Opportunities

CHALLENGES	OPPORTUNITIES
Policy Landscape	
<p>Despite the development of a large amount of new policy from all levels of government, progress towards ambitious diversion and recovery targets continues to be slow.</p> <p>The introduction of the Waste Levy has increased the burden on local business, but has not been sufficient to encourage investment in alternatives to landfill, nor is the funding from State & Federal Government yet flowing at the pace necessary to deliver change.</p> <p>Ongoing regulatory uncertainty is a further barrier to investment in new resource recovery infrastructure.</p>	<p>Council can be a strong advocate for regulatory and funding interventions that directly support regional communities.</p> <p>This strategy and the Regional Waste and Resource Recovery Management Plan can act as a catalyst for State investment in resource recovery infrastructure.</p> <p>Council can leverage other strategic commitments such as the carbon emission reduction obligations, to bring a stronger urgency to bear in delivering the commitments of this strategy.</p>
Market Development	
<p>Market demand for recovered resources in our local economy are limited to a very small number of materials.</p> <p>A lack of scale is a barrier to investment in locally based processing facilities. As a result, the majority of recovered materials are transported out of region, incurring a transportation cost burden, as well as being a lost opportunity for our local economy.</p>	<p>This strategy and the Regional Waste and Resource Recovery Management Plan will identify opportunities where local markets can be developed.</p> <p>State Government can provide suitable funding support and remove regulatory barriers.</p> <p>The development of local market opportunities for recovered materials can create jobs and economic growth. Council can support this by creating procurement opportunities for recovery materials within its own supply chain.</p>
Cost to Ratepayer	
<p>The lack of economies of scale and distance from commodity markets are both cost barriers for regional communities looking to invest in resource recovery solutions</p> <p>Any transition away from landfill has the potential to impose an additional legacy cost on Council in terms of managing existing landfill assets to their end of life.</p>	<p>Council can continue to advocate for policy change and increased funding provisions to ensure equity for regional communities.</p> <p>This strategy and the Regional Waste and Resource Recovery Management Plan can ensure that only financially viable solutions are recommended for investment.</p> <p>Council can additionally seek to retain sufficient control over revenues and price setting in any new infrastructure.</p>



CHALLENGES	OPPORTUNITIES
Behaviour Change	
<p>The ever-growing consumption of consumer goods, single use items and excessive packaging act to drive up waste generation, whilst creating mixed waste streams not easy to recover.</p> <p>Despite strong support for better waste management, few people actively commit to a change in lifestyle and consumer choices required to resolve the problem.</p> <p>Contamination of kerbside bins by a minority of users continues to be an ongoing problem.</p> <p>The community already considers waste disposal to be expensive and have no appetite to take on any additional cost.</p>	<p>Council can be a leader for change in our community by delivering education and behaviour change campaigns.</p> <p>Council can implement user pays pricing strategies and regulatory penalties to shift poor behaviours.</p> <p>Council can directly reduce its own waste generation with structural changes to its procurement policies and behaviours.</p> <p>State Government funding can be secured to deliver education and behaviour change campaigns.</p>
Land Use Planning	
<p>Council has no land set aside for the specific purpose of locating waste and recovery infrastructure.</p> <p>Local businesses in the waste management sector are specifically identifying the lack of suitable sites that meet regulatory requirements.</p> <p>Making such land available is a costly undertaking, whilst not having a suitable site is itself a significant barrier to securing funding for resource recovery infrastructure projects.</p>	<p>Resource recovery precincts are a concept supported by State Government. Council can leverage this policy position to secure investment in an identified site.</p> <p>Establishing such a precinct can attract private investment, provide Council with a location for its own infrastructure, and give local businesses opportunity to expand their operations.</p>
Technology Investment	
<p>The industry is currently awash with a wide range of early concept technological solutions, each with a complex and largely untested mix of technical and commercial risks and rewards.</p> <p>Poor decision making could lock council into an inappropriate or failed solutions.</p>	<p>Both this strategy and the Regional Waste and Resource Recovery Management Plan can adopt a strong decision framework to inform investment decisions, drawing on advice from regulators, technical consultants, private sector partners, industry representative bodies and other councils.</p>
Performance Management	
<p>The metrics employed to date to monitor progress against our strategic targets are not well suited to short-term performance tracking.</p> <p>The use of percentage rates has been seen to lead to perverse short-term reporting results.</p>	<p>The measure of absolute quantities can be used in addition to percentage rates to better monitor progress.</p> <p>A range of soft measures and lead indicators can be adopted to also be used to better monitor short-term progress.</p>

Strategic Targets

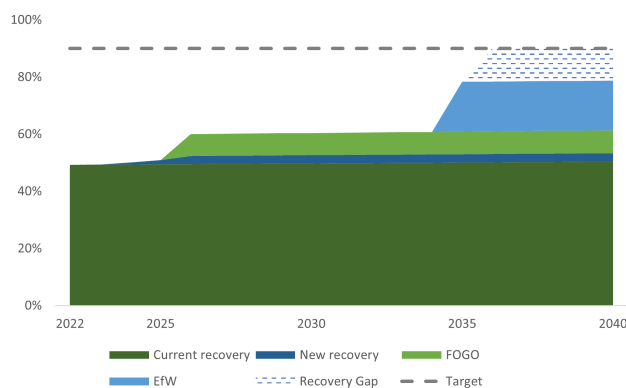
Our long-term goal, in pursuit of our vision to live in a community without waste, is to become a zero-waste community by 2040.

Council remains committed to the long-term goal of zero waste, which is defined as 90% diversion from landfill to allow for residual wastes for which there is no viable alternative, such as asbestos or contaminated soils.

The target date of 2040 to achieve this goal reflects the urgency with which we need to tackle the issue of waste management, as well as to preserve the valuable remaining life of our Lakes Creek Road landfill.

Within the constraints already discussed, this strategy is currently only able to identify solutions to a maximum recovery of 78%. This falls below the state-wide targets set out in the Queensland Waste Management & Resource Recovery Strategy. Furthermore, this level of recovery will require very significant external investment, without which, it will not be economically viable.

Total Waste Stream	2022	2025	2030	2040
Waste Generated (tonnes)	108 664	110,411	113,462	119,988
General Recovery Activities %	49%	51%	52%	53%
FOGO%	0%	0%	8%	8%
Energy from Waste %	0%	0%	0%	17%
Total Diversion %	49%	51%	60%	78%
Qld Government Target		65%	80%	85%
Residual to Landfill (tonnes)	55,132	54,226	44,926	26,231



Strategic Priorities

This strategy takes a two-stream approach, aiming to achieve a 60% diversion rate by 2030 with the adoption of a range of readily available interventions, whilst seeking a viable longer-term solution for the residual mixed waste stream by 2040.

- Stream one will deliver 60% recovery by 2030. Approximately 8% of the increased recovery will come from the implementation of a kerbside organics service, with the remainder coming from improvements in existing recovery performance, and new recovery solutions for niche materials such as textiles or timber.
- Stream two will focus on securing an appropriate energy from waste solution to divert the remaining residual mixed waste stream. It is assumed that to be viable, such a solution would need to be at a regional scale. The CQ Regional Waste and Resource Recovery Management Plan has identified that a processed engineered fuel solution (see EfW sidebar for further explanation) would yield a regional recovery rate of 72%, whilst a thermal combustion solution a recovery rate of 78%.

Three strategic priorities have been identified as necessary to successfully achieve the above outcomes:

Priority 1: Behaviour change is required across the whole community; everyone needs to understand and embrace the required changes to the way we consume and the waste we generate

Priority 2: Building resource recovery capacity is the investment required in infrastructure to physically manage the waste flows

Priority 3: Restructuring the market is critical to ensure there is viable demand for recovered materials

Strategic Priority	60% Diversion by 2030	72-78% Diversion by 2040
Behaviour Change	Community wide behaviour change campaigns	
Building Resource Recovery Capacity	Locally based MRF solution	Energy from waste solution
	Organic kerbside collection service	Residual landfill solution
	Niche processing solutions e.g. textiles, timber	
	Establish a resource recovery precinct	
Restructuring the Market	Restructuring Council's own procurement & planning frameworks	
	Policy and advocacy	



Strategic Priority

01: Behaviour Change

Empowering the community to embrace the principles of a circular economy.

To achieve our goal of zero waste by 2040, every one of us must play our part. Our whole community must rethink our relationship we have with the materials we consume and dispose of, from the product design, purchase decision, repairability, and the process by which the materials can be returned into productive use. A circular economy is not a version of business as usual. It is a paradigm shift in the way we manage the lifecycle of the materials we purchase and consume.

Council will enable this change by creating a powerful and impassioned narrative to inspire collective action, supported by an investment in a series of ongoing education and behaviour change campaigns. This will include introduction of a new organics collection service, tackling the commingled resources still not being recovered, driving waste avoidance behaviours in the home,

and encouraging new, circular behaviours by both business and consumers.

Council will be looking to State Government to assist with resourcing this change. There needs to be a strong and consistent narrative from all levels of government, with campaign resources targeted at tackling specific behavioural issues. This will require significant investment in understanding the current attitudes and behaviours, as well as measuring the impact of specific campaign tactics.



KEY ACTIONS

1.1 Deliver a suite of community wide behaviour change strategies



- 1.1.1. **Deliver ongoing waste reduction campaigns.** A series of campaigns focused on reducing household waste generation, working alongside State Government and other agencies in the sector.
- 1.1.2. **Deliver ongoing kerbside campaigns.** A series of campaigns focused on reducing resource loss in the general waste stream, and on reducing contamination in the commingled bin and future organic bin.
- 1.1.3. **Deliver regulatory mechanisms in support of behaviour change.** Implement suitable regulatory mechanisms to support desired behaviour change at the kerbside.

1.2 Deliver the annual waste education plan. The annual plan establishes the scope and objectives of the education program. Each annual plan will be designed to support the priorities of this strategy at that particular point in the strategic cycle.

1.3 Support the behaviour change and education priorities of the Regional Waste and Resource Recovery Management Plan. Actively participate in formulating and delivering regional campaigns, establishing consistent messaging and leveraging off the use of shared resources.

1.4 Implement an event waste management plan. Develop and implement a suite of policy and procedures that meet event waste management best practices, for use at all events held in our region.

Note: against each of the strategic actions, the following symbols are used:

-  This action will very likely need to be pursued within the scope of the Regional Waste and Resource Recovery Management Plan
-  This action has the potential to be pursued within the scope of the Regional Waste and Resource Recovery Management Plan



Strategic Priority

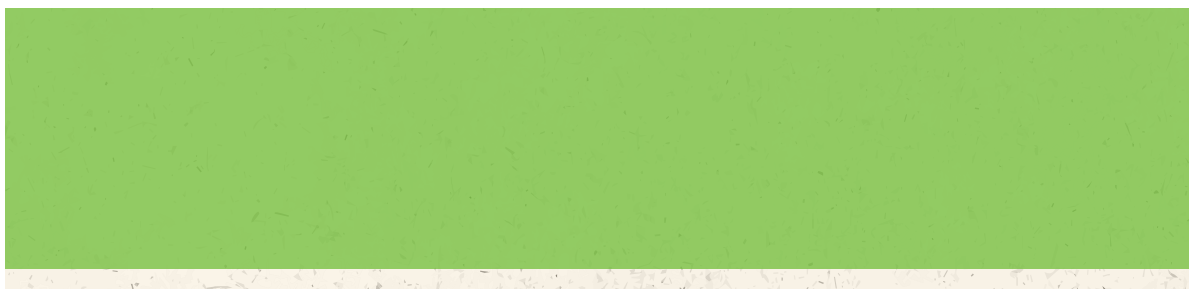
02: Building Resource Recovery Capacity

Maximising resource recovery opportunities across our community.

By 2040 our community will be generating an estimated 120,000 tonnes of waste per annum. The recovery targets can only be achieved with a significant investment in sorting, separating and processing infrastructure here in our region.

This strategy focuses on finding solutions for the biggest waste streams, including food, plastics, textiles, construction waste and mixed residual waste from both commercial and domestic sources. It further seeks to invest in locating infrastructure here in our region, to mitigate the carbon impact as well as the cost burden and lost economic opportunity of transporting valuable resources out of region.

To address regulatory and investment barriers currently faced by potential proponents of resource recovery solutions, this strategy includes an important commitment to advocate State Government to develop precincts to provide a shovel ready location for the co-location of resource recovery infrastructure.



KEY ACTIONS



2.1 Organic waste

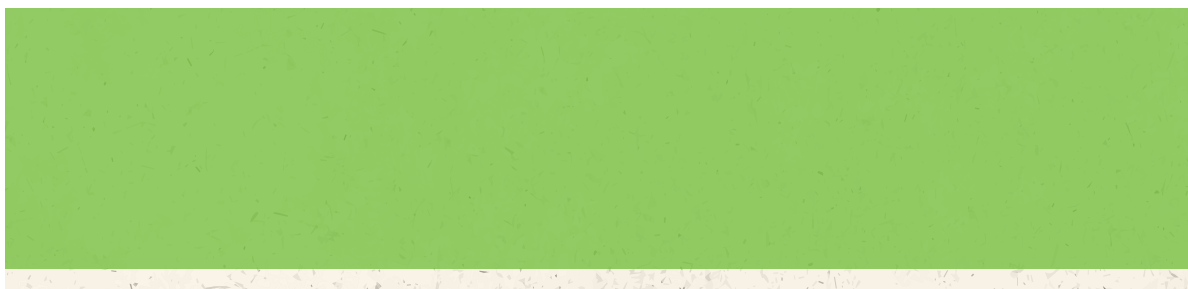
- 2.1.1. **Implement a kerbside organics collection service.** Establish a kerbside service that optimises diversion of our organic waste stream at best value to the community.
- 2.1.2. **Procure an organic processing solution.** Establish an organics processing facility in the region that meets the needs of the chosen organic collection service delivery model. Explore viable ownership and partnership models. 
- 2.1.3. **Commercial food waste action plan.** Implement a long-term strategy aimed at maximising commercial food waste diversion. Exploring a range of collection options and/or on-site processing options, education campaigns, financial incentives, private operator partnerships. Targeting large and small generators.

2.2 Commingled recycling

- 2.2.1. **Procure a regional MRF solution.** Procure a long-term material recovery facility (MRF) located within our region. Explore viable ownership and partnership models. 

2.3 Mixed residual waste

- 2.3.1. **Establish the case for a regional energy from waste solution.** Undertake full business and technical analysis to establish best fit energy from waste solution to process residual mixed waste, to meet the 2040 diversion target. 
- 2.3.2. **Ongoing construction of the Lakes Creek Road landfill.** Continue the construction of the piggyback landfill and associated infrastructure in line with the design masterplan, meeting the future landfill airspace demand to 2040.
- 2.3.3. **Establish a long-term residual waste disposal solution.** Develop a business case and implementation plan for the disposal of the residual waste stream beyond the life of the Lakes Creek Road landfill facility. 



2.4 Regulated and difficult waste

- 2.4.1. **Develop a textile waste recovery action plan.** Develop a long-term plan for viable recovery of textiles from the waste stream, establish potential market demand and viable recovery options. +
- 2.4.2. **Develop a timber recovery action plan.** Develop a long-term plan for the recovery of timber from various mixed waste streams, identifying potential markets and viable recovery options. +
- 2.4.3. **Evaluate the potential for a local tyre processing solution.** Evaluate the viability of establishing a processing facility located in our region. +
- 2.4.4. **Evaluate the potential for a regional plastic processing solution.** Evaluate the viability of establishing a processing facility located in our region. +
- 2.4.5. **Expand the Upcycle Village concept.** Develop opportunities to expand participation in and scope of the Upcycle Village, exploring potential to increase the existing footprint or expand to additional sites.

2.5 Infrastructure management

- 2.5.1. **Establish one or more resource recovery precincts.** Establish the co-location of processing facilities in a pre-defined location that meets regulatory and infrastructure needs of proponents. Working in partnership with the State Government. +
- 2.5.2. **Move to energy generation phase from the landfill gas capture system at the Lakes Creek Road landfill.** Work with the landfill gas extraction contractor to facilitate the move to energy generation phase at the earliest point the gas flow becomes commercially viable.
- 2.5.3. **Implement a long-term management plan for closed landfill sites.** Implement a risk-based plan to monitor and manage legacy landfill sites across our region.

Energy from Waste (EFW) refers to a range of technologies that process mixed residual waste, converting it into an energy source. Typical technologies include anaerobic digestion, process engineered fuels, pyrolysis, gasification and incineration.

Anaerobic digestion can be adopted at a relatively small scale, but requires a consistent, homogenous feedstock such as farm organics or abattoir waste. Processed engineered fuels are created by shredding and drying waste, then compacting to create a solid fuel that can be used as a fossil fuel substitute in certain industrial processes. Pyrolysis and gasification heat the waste to very high temperatures in an oxygen restricted environment, whilst incineration is the more traditional burning of waste to create heat to convert to electricity. Most of these technologies generate bi-products such as fly or bottom ash, which need to be appropriately managed.

Whilst many of these technologies are widely employed overseas, most are relatively new to Australia. At present, EFW facilities processing mixed residual waste are only commercially viable at very large scale. It is however anticipated that innovations in technology will meet the growing demand for regional scale solutions over the coming decade.



Strategic Priority

03: Restructuring the Market

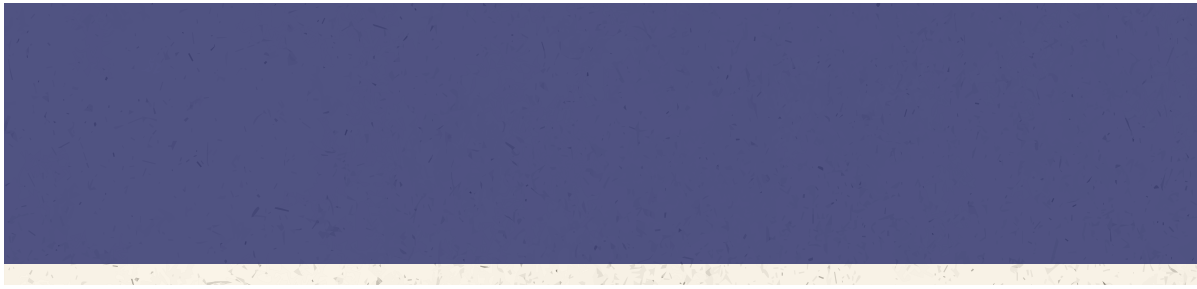
Creating an environment in which a circular economy can thrive.

Retaining and circulating resources in the economy at their highest value for as long as possible will maximise the economic return on those resources. By keeping that economic activity local the benefits accrue to the local community in jobs, investment and secondary activities. Our local environment benefits from the lower demand on virgin materials.

It is recognised that much of the change required falls outside of Council's direct control. As such, Council will engage in advocacy to ensure that government, industry and regulators all play their part. Specific initiatives to which Council will be seeking action will include securing appropriate funding mechanisms, removal of unnecessary regulatory barriers in the use of recovered materials, and mandatory product stewardship schemes for problematic waste materials.

For its own part, Council will need to work to remove policy barriers, create demand for circular approaches to doing business, and leveraging its own position as a major purchaser in our region. This can include seeking to support circular concepts such as the share economy, rent not own business models, and mandating minimum recycle content in products.

Council is further exploring a range of opportunities, including ecological sustainable design (ESD) for new buildings and renovations, improved technical specification for minor works, plant and equipment, and sustainable infrastructure policy.



KEY ACTIONS

- 3.1 Advocate for regulatory and funding support.** Take an active role in advocating for suitable regulatory and funding support to ensure delivery of State and Federal Government targets are not placing an unfair burden on local ratepayers.
- 3.2 Support product stewardship schemes.** Actively support programs and mechanisms that place responsibility back on to manufacturers of difficult waste materials.
- 3.3 Embed circular economy principles into Council's own planning frameworks.** Undertake a review of internal planning and development policy to ensure there is alignment with principles of a circular economy in respect of planning, approving and delivering development activities in our community.
- 3.4 Embed circular economy principles into Council's own procurement frameworks.** Undertake a review of internal procurement policy and procedure to ensure there is alignment with the principles of a circular economy in respect of the purchase of goods and services across all our operations.

Strategic Action Plan

Note: against each of the strategic actions, the following symbols are used:

- + This action will very likely need to be pursued within the scope of the Regional Waste and Resource Recovery Management Plan
- + This action has the potential to be pursued within the scope of the Regional Waste and Resource Recovery Management Plan

	Regional Plan	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040
Priority 1: Behaviour Change																			
1.1 Develop a suite of community-wide behaviour change strategies	+																		
1.1.1 Deliver ongoing waste reduction campaigns																			
1.1.2 Deliver ongoing kerbside campaigns																			
1.1.3 Deliver regulatory mechanisms to support kerbside behaviour change																			
1.2 Deliver an annual waste education plan that aligns with strategic priorities																			
1.3 Support the behaviour change priorities of the Regional Waste and Resource Recovery Management Plan	+																		
1.4 Implement an event waste management plan																			
Priority 2: Building Resource Recovery Capacity																			
2.1 Organic Waste																			
2.1.1 Implement a kerbside organics collections service																			
2.1.2 Procure an organic processing solution	+																		
2.1.3 Commercial food waste action plan																			
2.2 Commingled recycling																			
2.2.1 Procure a regional MRF solution	+																		
2.3 Mixed residual waste																			
2.3.1 Establish the case for a regional energy from waste solution	+																		
2.3.2 Ongoing construction of the Lakes Creek Road landfill																			
2.3.3 Establish a long-term residual waste disposal solution	+																		
2.4 Regulated and difficult wastes																			
2.4.1 Develop a textile waste recovery action plan	+																		
2.4.2 Develop a timber recovery action plan	+																		
2.4.3 Evaluate the potential for a local tyre processing solution	+																		
2.4.4 Evaluate the potential for a local plastic processing solution	+																		
2.4.5 Expand the Upcycle Village concept																			
2.5 Infrastructure management																			
2.5.1 Establish one or more resource recovery precincts	+																		
2.5.2 Move to energy generation phase from the gas capture system at the Lakes Creek Rd landfill																			
2.5.3 Implement a long-term management plan for closed landfill sites																			
Priority 3: Restructuring the Market																			
3.1 Advocate for regulatory and funding support																			
3.2 Support product stewardship schemes																			
3.3 Embed circular economy principles into Council's own planning frameworks																			
3.4 Embed circular economy principles into Council's own procurement frameworks																			

Measuring Our Success

Over the life of this strategy, we will implement a wide range of actions and work with many partners from across the community. Some of these actions will be easy to track and have a very clear measure of success, whereas other actions will require less direct measurement to determine progress.

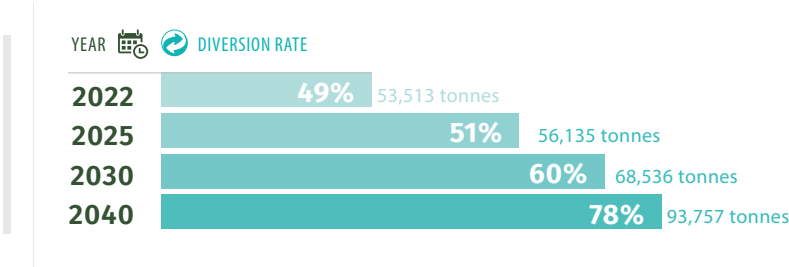
Five key performance indicators (KPIs) will be used to track long-term performance against our overall goal of a zero-waste community by 2040.

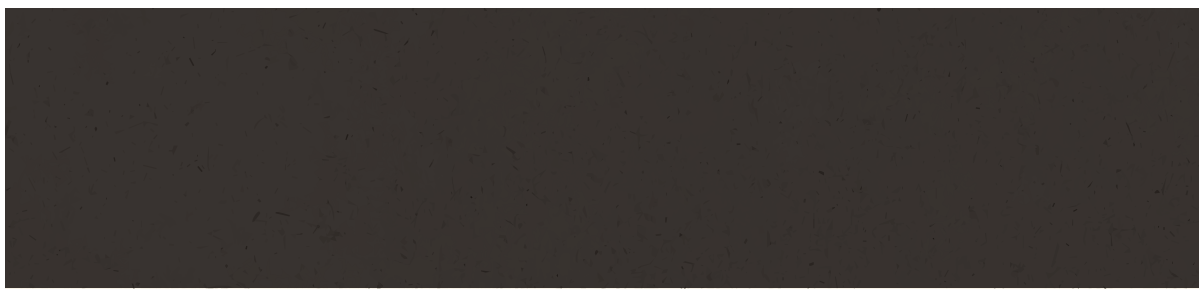
Indicator	Unit of Measure	Purpose
Diversion from landfill	% rate and tonnes per annum	Measuring progress towards the goal of zero waste by 2040
Municipal solid waste generation per capita per annum	Kg per person per annum	Measuring community progress in reducing our overall waste generation
Resource recovery rate at kerbside	% rate	Measuring the overall efficiency of the kerbside services
Contamination at kerbside	% rate and tonnes per annum	Measuring the effectiveness of our behaviour change interventions

In addition to these KPIs, a range of lead measures will be used to track progress on specific actions. These might include measures of educational reach, behaviour change, recovery rates for specific material types, etc.

DIVERSION OF TOTAL WASTE FROM LANDFILL

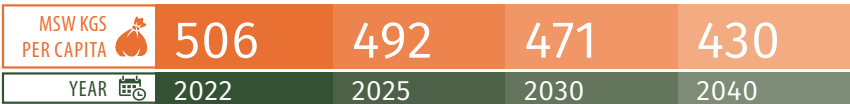
Measuring progress towards the goal of zero waste by 2040





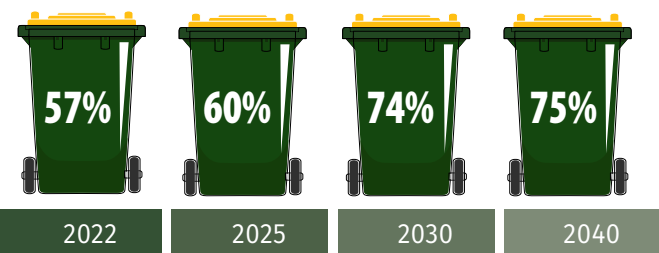
MUNICIPAL SOLID WASTE GENERATED PER CAPITA

Measuring community progress in reducing overall waste generation



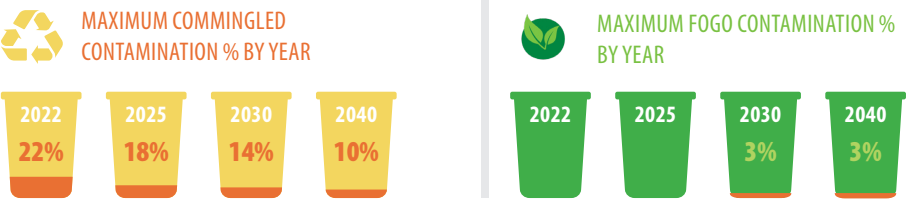
RESOURCE RECOVERY RATE AT KERBSIDE

Measuring the overall efficiency of the kerbside service



CONTAMINATION RATES

A measure of the effectiveness of our community engagement



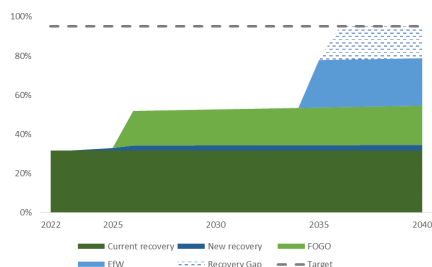
The RRC Resource Recovery Strategy will be reviewed in line with legislative requirements (currently every three years) and the key actions will be reviewed on an annual basis.

Appendix 1: Waste Stream Forecasts

MUNICIPAL SOLID WASTE (MSW)

This strategy is committed to reduce domestic waste by 25% by 2050, in line with the Queensland strategy. This is a critical component of the waste stream modelling, as it significantly reduces the forecast waste that Council will be required to manage. This places a large collective responsibility on every member of our community, which in turn will need to be supported by Council via the delivery of a suite of behaviour change campaigns and policy reforms.

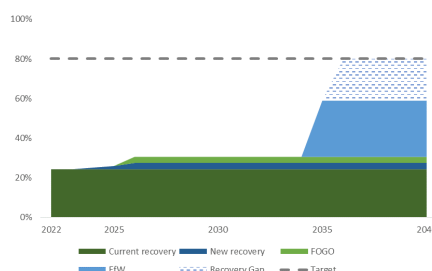
Allowing for the above reduction combined with population growth, incoming MSW in 2040 is projected to be 42,000 tonnes. Total recovery is forecast to reach 78% by 2040. 35% will come from recovery of recyclables, green waste and metals, 20% from a kerbside organics service, and the remaining 24% will come via an energy from waste solution.



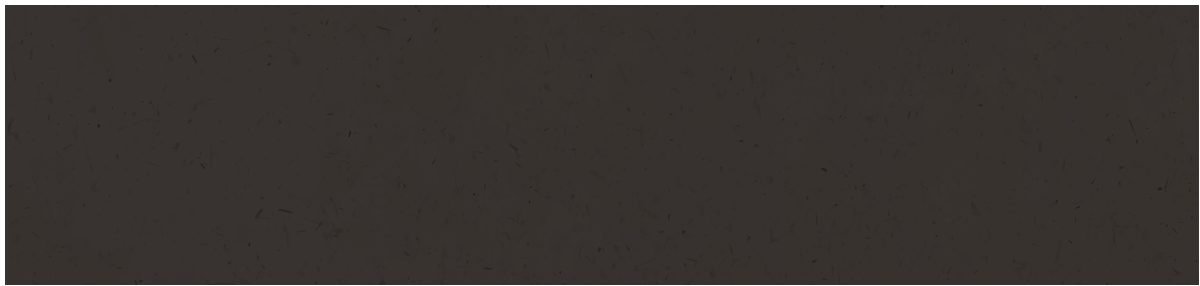
Municipal Solid Waste	2022	2025	2030	2040
Waste Generated (tonnes)	42,170	42,152	42,123	42,064
General Recovery Activities %	32%	33%	34%	35%
FOGO %	0%	0%	18%	20%
Energy from Waste %	0%	0%	0%	23%
Total Diversion %	32%	33%	53%	78%
Qld Government Target		55%	70%	90%
Residual to Landfill (tonnes)	28,823	28,278	19,956	9,254

COMMERCIAL AND INDUSTRIAL (C&I)

Incoming C&I waste by 2040 is forecast at a little under 38,000 tonnes (up from 32,000 in 2022). This waste stream will require the biggest increase in diversion from current performance. Recovery activities are forecast to reach 59% by 2040. 27% recovery will come from recovery of recyclables, green waste and metals, a kerbside organics service will recover a further 3%, and the remaining 28% will come from an energy from waste facility.



Commercial & Industrial	2022	2025	2030	2040
Waste Generated (tonnes)	32,085	32,946	34,433	37,611
General Recovery Activities %	24%	26%	27%	27%
FOGO %	0%	0%	3%	3%
Energy from Waste %	0%	0%	0%	27%
Total Diversion %	24%	26%	30%	58%
Qld Government Target		65%	80%	90%
Residual to Landfill (tonnes)	24,318	24,437	23,939	15,850



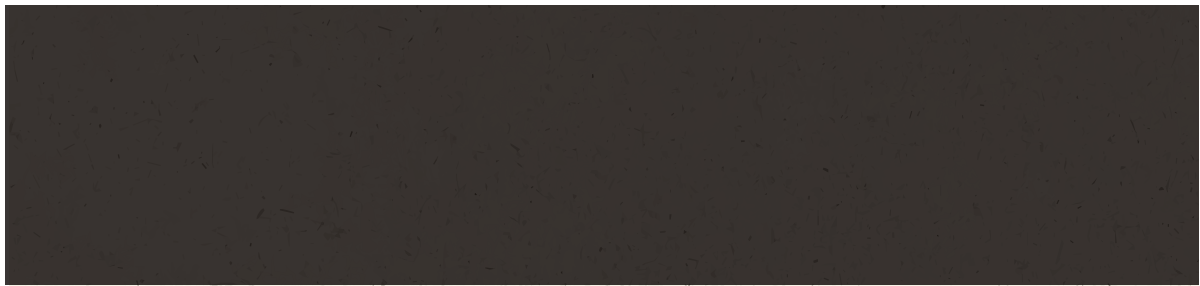
CONSTRUCTION AND DEMOLITION (C&D)

Incoming C&D by 2040 is 40,000 tonnes per annum (up from 35,000 tonnes in 2022). It is important to note that this incoming figure can vary significantly year on year, dependent on major projects being undertaken in our region.

Current recovery rate is already very high in this waste stream, far in excess of the State Government targets. Since this waste stream is largely inert materials, it is not suited to waste to energy processing. The current recovery rates are therefore anticipated to continue with only small improvements to 2040 derived from improved processing facilities.

C&D	2022	2025	2030	2040
Waste Generated (tonnes)	34,389	35,312	36,906	40,313
General Recovery Activities %	94%	96%	97%	97%
FOGO %	0%	0%	0%	0%
Energy from Waste %	0%	0%	0%	0%
Total Diversion %	94%	96%	97%	97%
Qld Government Target		65%	80%	85%
Residual to Landfill (tonnes)	1,990	1,511	1,031	1,126





ROCKHAMPTON REGIONAL COUNCIL GENERATED WASTE

The *Waste Reduction and Recycling Act 2011* requires that we set targets for overall waste reduction and recycling rates for Council's own waste. Council's own waste stream will be subject to the same diversion targets as the rest of the commercial and industrial waste stream.

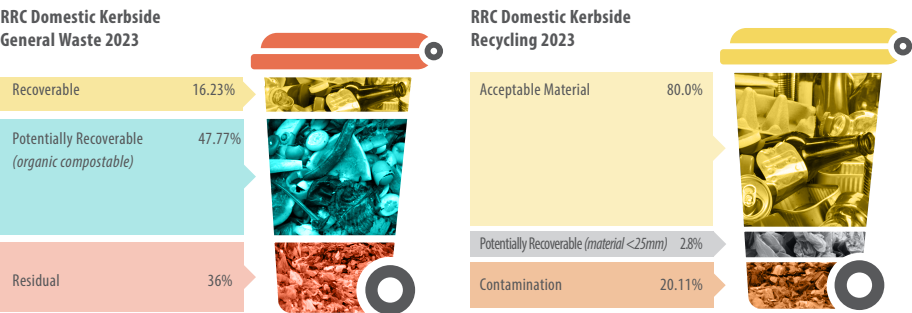
In pursuit of this, Council continues to invest in ongoing reduction of waste generation across its own internal facilities, including education delivered via a network of sustainability reps, implementation of single use plastic policies, and recovery of a full range of office recyclables. Additionally, the recovery rate of materials generated from Council's own civil operations and community services teams are very close to 100%, with only hazardous wastes and post processing residuals being unsuitable for recovery.

This strategy also makes new commitment to improving our performance in respect of event waste management, whole of Council procurement framework, and establishing the principles of circularity across our planning and development framework.

KERBSIDE BIN COMPOSITION

When modelling the data, some information is not directly available from weighbridge data capture, such as material composition of mixed loads arriving at our sites.

For these calculations, estimates of material volumes have been included in the modelling which have been derived from other sources, including industry benchmarking data and our annual kerbside compositional audit. This audit takes a sample of 500 kerbside bins (250 general waste and 250 commingled recycling) to determine the average bin weight and composition by material type. The graphic below shows the results of the 2023 bin audit.



Appendix 2: Strategic Progress 2020-2022

The first iteration of this strategy was adopted by Council in December 2019.
The table below gives a summary of the progress made against the original action plan.

	Completed or on track	Progressing but behind planned timeline	Not progressing
Priority 1: Behaviour Change			
1.1	Establish long term community engagement plan		
1.2	Waste education		
1.1.1	Develop and deliver an annual waste education plan		
1.1.2	Deliver a regional education campaign in partnership with other CQ councils		
1.3	Deliver an illegal dumping and littering reduction campaign		
1.3	Successfully delivered funded Hotspots program across 2019-2021		
Priority 2: Building Resource Recovery Capacity			
2.1	Organic Waste		
2.1.1	Develop an organic business case to establish best combined collections and processing solution		
2.1.2	Procure an organic kerbside collection services based on business case outcomes		
2.1.3	Procure an organic processing solution based on the business case outcomes		
2.1.4	Commercial food waste action plan		
2.2	Comingle of recycling		
2.2.1	Procure new MRF solution		
2.2.2	Develop a plastics processing business case		
2.2.3	Procure a plastics processing solution		
2.2.4	Procure a plastics processing solution - expanded polystyrene (EPS)		
2.3	Mixed residual waste		
2.3.1	Develop an AWT business case		
2.3.2	Procure an AWT solution		
2.3.3	Develop a C&I and C&D sorting and separation solution		
2.4	Regulated and difficult waste		
2.4.1	Develop a solar panel management action plan		
2.4.2	Develop a textile waste recovery action plan		
2.4.3	Develop a timber recovery action plan		
2.5	Infrastructure management		
2.5.1	Develop a concept plan for a Lakes Creek Road waste precinct		
2.5.2	Progressive construction of the piggyback landfill at Lakes Creek Road		
2.5.3	Procure landfill gas extraction infrastructure at Lakes Creek Road landfill		
2.5.4	Upgrade of Gacemere waste transfer station		
2.5.5	Implement a long term management plan for closed landfill sites		
Priority 3: Market Development			
3.1	Development of a sustainable local compost market		
3.2	Development of a sustainable AWT offtake (product(s)) market		
3.3	Development of a sustainable local glass reused market		
3.4	Priorities Council's own procurement of recycled materials		



Waste and Recycling Councillor Shane Latcham and Ronan Foolkes

"Adapting to FOGO has been a very easy transition for us and the sooner the service is offered to the whole community the better."

Trial Participant Ronan Foolkes





LANDFILL GAS CAPTURE

In November 2020, Rockhampton Region Waste and Recycling (RRWR) ignited the fire on its journey toward a more sustainable future with the recent installation of an innovative biogas system.

The Biogas Flare, installed by industry leaders LMS Energy, is a big step toward reducing the carbon footprint of the Lakes Creek Road Waste Management Facility.

Waste to Resource Recovery Councillor Shane Latcham said it was fantastic to see this system up and running.

"The Biogas Flare might not look like much from the outside, but there's a lot going on below the surface – literally!" said Cr Latcham.

"There's a series of wells that have been drilled and installed throughout the landfill site.

"This system works by extracting potentially harmful greenhouse gases, such as methane, which are produced when organic matter in the landfill breaks down.

"Instead of being trapped in the landfill or being emitted into the atmosphere, these biogases are now channelled to this flare where they're safely destroyed.

"In the future we may even be able to add a power module to harness the energy generated from this process and put it back into the grid.

"This is a very exciting project, and LMS Energy has been great to work with every step of the way."

Jason Dockerill, LMS Energy Contract and Client Manager, said it has been great to partner with Rockhampton Regional Council on this project.

"LMS has manufactured 100 landfill biogas flares similar to this one, all of which are continuing to safely remove and destroy harmful greenhouse gases across Australia," said Mr Dockerill.

"This is a fantastic project that will have some real environmental benefits.

"Each year, this Biogas Flare at the Lakes Creek Road Waste Management Facility is saving approximately 20,000 tonnes of carbon from entering the Earth's atmosphere."



"Each year, this Biogas Flare at the Lakes Creek Road Waste Management Facility is saving approximately 20,000 tonnes of carbon from entering the Earth's atmosphere."

LMS Client Manager
Jason Dockerill





POLYSTYRENE RECYCLING COMES TO TOWN

In 2021, Rockhampton became on the second council in Queensland to recycle polystyrene, providing a drop off for all domestic and commercial customers at all of Rockhampton Council's Waste Facilities across the region.

Polystyrene has always been the exception to the rule of how to recycle right, it is stamped with the Recycling Symbol but has never been accepted in the yellow-lid bin in the Rockhampton Region.

Expanded Polystyrene (EPS) is a problem waste, generally being a single use plastic-based item that is disposed of in landfills. A pollutant to our environment that takes up a very large amount of airspace in landfill. The recycling process will be another important step to achieving our region's goal of zero waste.

Rockhampton Council were successful in gaining funds from DES as part of this program, which was used to purchase an EPS hot melter recycling machine.

The polystyrene is loaded into a hopper where it is crushed into small pieces. These pieces flow into a heat tube to be melted into a singular long piece of condensed polystyrene. An automated knife chops the hot length into smaller balls which float through a water bath to cool, an auger collects the balls out of the water and passes them out to a storage bag. The machine reduces the volume of waste by about 100:1.

The recycled material is on sold to be remanufactured into products such as photo frames, architraves and speed bumps.

The investment in this equipment will now save Council hundreds of thousands of dollars in landfill airspace cost per annum, and is recycling an otherwise very difficult waste stream.



SCHOOL RECYCLING HERO PROGRAM CONTINUES TO WIN HEARTS & MINDS

St Peter's Catholic Primary School became the newest member of our region's growing legion of 'Recycling Hero' schools fighting for a zero-waste future.

Waste and Recycling Councillor Shane Latcham said it was a privilege to congratulate the school on their hero status at assembly today.

"I can see the hard work that students and staff have been putting in over the past few months and the results have been phenomenal," Cr Latcham said.

"Since March the school has introduced a number of fantastic initiatives, from student monitored bin stations at lunch time and collection points for soft plastics and 10c containers to composting and mulching.

"Recently we worked with the students to do a waste audit and check in on their process, and found that the school had been incredibly successful in diverting recyclables and other resources from general waste. Their total general waste generated over a 3-day period has reduced from 80kg to 16.4kg – which is an incredible effort.

"Students have been hands on at every stage of the process. They have driven the change and they can prove the difference it has made."

St Peter's Principal Anthony Greene said it was great to see how enthusiastic the students are in implementing change.

"This is a fantastic program to be part of and I am very proud of what we've achieved since we introduced it earlier this year," Mr Greene said.

"Not only is this a valuable investment in our school, because it saves us money in waste services, it's also an incredible investment in our environment and in our students.

"It's wonderful for the students to learn that they can really make a difference."

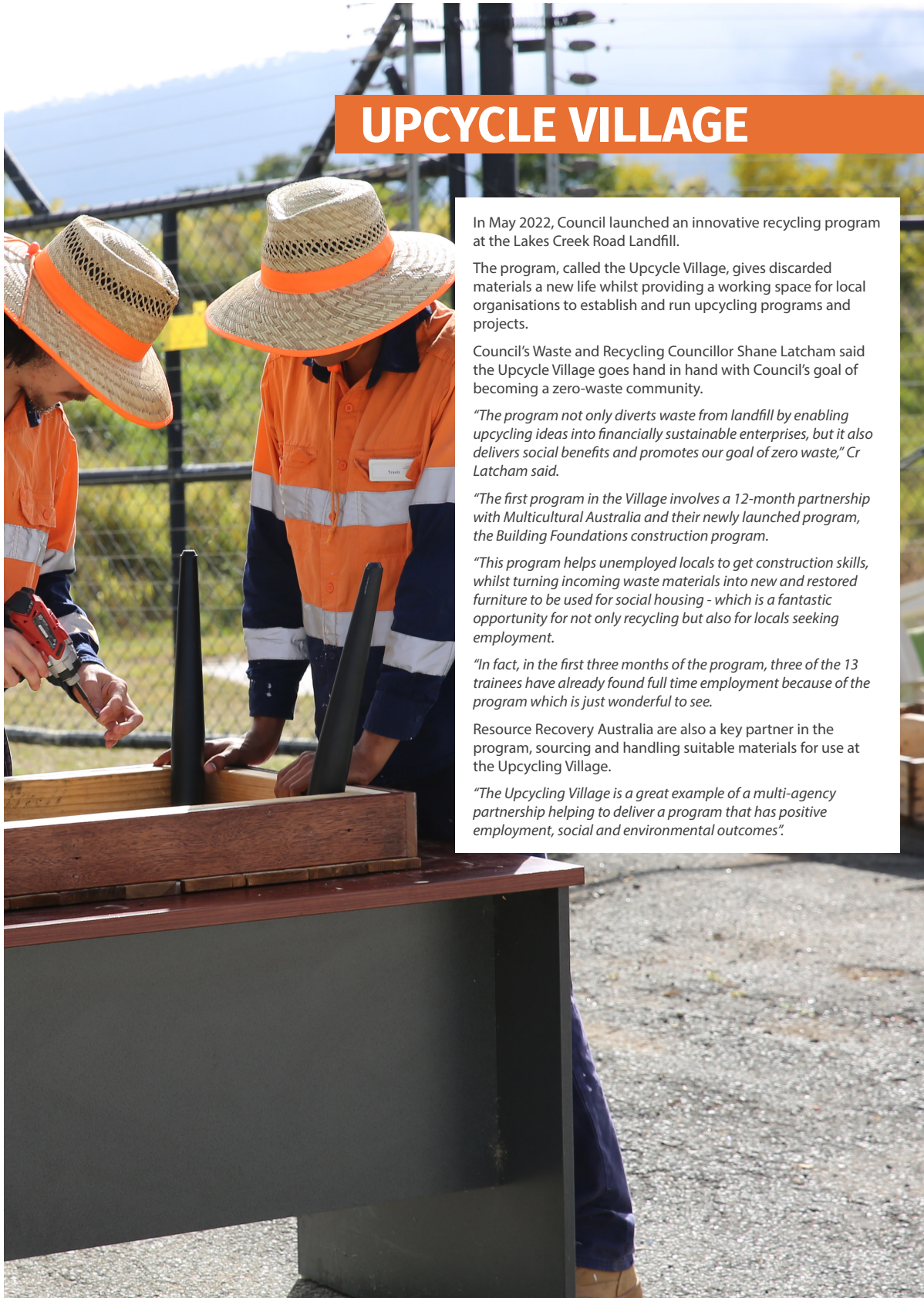
Cr Latcham said there are 6 schools across the region working with Rockhampton Region Waste & Recycling (RRWR) to achieve hero status.

"The Recycling Hero School model was created by officers at RRWR, and is unique to our region," said Cr Latcham.

"This isn't just a one-off session, it's a title that a school earns through the delivery of a full education program involving a series of lessons and hands-on activities that can be linked to the national curriculum for a number of subjects and year levels.

"The school will demonstrate ongoing education and perform regular audits to keep their title – which means we can really measure the long-term impact the program is having.

"This initiative is part of Council's broader Waste Strategy, which outlines our plan to achieve zero waste by 2050. One important element of this strategy is to ensure our kids are approaching waste responsibly now, and taking those good habits home to their families."



UPCYCLE VILLAGE

In May 2022, Council launched an innovative recycling program at the Lakes Creek Road Landfill.

The program, called the Upcycle Village, gives discarded materials a new life whilst providing a working space for local organisations to establish and run upcycling programs and projects.

Council's Waste and Recycling Councillor Shane Latcham said the Upcycle Village goes hand in hand with Council's goal of becoming a zero-waste community.

"The program not only diverts waste from landfill by enabling upcycling ideas into financially sustainable enterprises, but it also delivers social benefits and promotes our goal of zero waste," Cr Latcham said.

"The first program in the Village involves a 12-month partnership with Multicultural Australia and their newly launched program, the Building Foundations construction program.

"This program helps unemployed locals to get construction skills, whilst turning incoming waste materials into new and restored furniture to be used for social housing - which is a fantastic opportunity for not only recycling but also for locals seeking employment.

"In fact, in the first three months of the program, three of the 13 trainees have already found full time employment because of the program which is just wonderful to see.

Resource Recovery Australia are also a key partner in the program, sourcing and handling suitable materials for use at the Upcycling Village.

"The Upcycling Village is a great example of a multi-agency partnership helping to deliver a program that has positive employment, social and environmental outcomes".



Pictured L-R - Christine Castley (Multicultural Australia), Brittany Lauga, Cr Shane Latcham, Barry O'Rourke, Adam Klaproth (Anglicare), together with Building Foundations construction program trainees.

"The Upcycle Village is a great example of a multi-agency partnership helping to deliver a program that has positive employment, social and environmental outcomes."

Cr Shane Latcham





Resource Recovery STRATEGY

DRAFT FOR CONSULTATION



Reaching
zero
waste

11.6 FOGO BUSINESS CASE UPDATE

File No:	121
Attachments:	1. Proposed Changes 2022/23 Operational Plan ↓
Authorising Officer:	Martin Crow - Acting General Manager Regional Services
Author:	Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

The purpose of this report is to provide Councillors with update on FOGO business case, in particular focusing on several specific barriers holding up its finalisation.

OFFICER'S RECOMMENDATION

THAT Council receive this report and adopt the proposed amendment to the 2022-23 Operational Plan detailed within the report and as outlined in Attachment 1 of the report.

CONTEXT

The strategic imperative for implementing a kerbside organics service remains strong:

- National Waste Policy 2019 commits to halve organic waste to landfill by 2030
- Queensland Organic Strategy 2022 commits to 80% organics recovery by 2030
- Regional Waste and Resource Recovery Management Plan 2023 commits to implement kerbside organics service
- Council's Resource Recovery Strategy 2023 commits to implement kerbside organics service.

Since the end of the FOGO Trial in October 2022, Council has been preparing a detailed business case to evaluate the viability of the following preferred options:

- A weekly FOGO service supported with a fortnightly residual bin service
- A fortnightly GO service supported by a weekly residual bin service

This planning process has identified several benefits that would arise from the implementation of an organics service, including:

- Reduction in carbon emissions
- Avoided cost of waste levy
- Avoided cost of landfill
- Economic value added from reuse of valuable resources in local economy
- Increased jobs in local economy
- Achievement of strategic targets

It would however also incur the following additional costs:

- Bin and caddy purchases
- Collection vehicle purchases
- Re-lidding program
- Education and behaviour change
- Collection costs
- Processing costs

Whilst the business planning process is well advanced, there are several key factors that are hindering a final recommendation, including:

- No FOGO funding commitment from State Government
 - Regulatory uncertainty around organic processing
-

- Council's application to the Emissions Reduction Fund is pending final decision
- Each of these factors is addressed in turn below.

STATE GOVERNMENT FUNDING COMMITMENT

Discussion with State Government in respect of funding to support roll-out of organics service have been ongoing now for several years. These discussions have thus far failed to yield a final funding commitment. Modelling has therefore had to use estimated figures, based on unconfirmed discussions between various stakeholders. These are laid out in table below, and represent one-off payments assumed to be payable in advance of service roll-out.

Grant Funding Estimates (State Government)			
Bin lid replacement	per lid change (purchase and distribution)	\$ per bin lid	\$ 20.00
FOGO roll-out	per household (purchase and distribution)	\$ per bin + caddy	\$ 80.00
GO roll-out	per household (purchase and distribution)	\$ per bin	\$ 65.00
FOGO behaviour change	per household	\$ per household	\$ 10.00
GO behaviour change	per household	\$ per household	\$ 5.00

Whilst such a funding investment would cover most of the one-off upfront costs, it does not cover the investment in additional collection fleet, project management, ongoing education and behaviour change, or monitoring and evaluation.

There are separate discussions also underway in respect of longer-term behaviour change and education funding but are likely to be relatively low value amounts (up to \$50,000 one off allocations) which are not going to materially impact the financial viability of the project.

In June 2022, the Queensland Government announced that the MSW levy rebate payments to households would be subject to a progressive reduction between 2023 and 2031.

Levy Rates (real \$)	2024	2025	2026	2027	2028	2029	2030	2031
General Levy Rate (\$ per tonne)	\$88.00	\$88.00	\$88.00	\$88.00	\$88.00	\$88.00	\$88.00	\$88.00
MSW Rebate % Rate	95%	85%	70%	60%	50%	40%	30%	20%
Rebate Amount (\$ per tonne)	-\$83.60	-\$74.80	-\$61.60	-\$52.80	-\$44.00	-\$35.20	-\$26.40	-\$17.60
Payment Gap (\$ per tonne)	-\$4.40	-\$13.20	-\$26.40	-\$35.20	-\$44.00	-\$52.80	-\$61.60	-\$70.40

This unwinding of the levy rebate will have a positive impact on the viability of an organics service since every tonne diverted will reduce the levy liability. If Council were to implement a FOGO service from 1 July 2025, the project would start to yield positive annual net cashflows from 2028 onwards. However, these net annual returns are relatively small, and it would take a further 8-10 years before the project as a whole would break even i.e. recovered its full upfront investment.

Whilst modelling demonstrates that a FOGO service would eventually yield a financial benefit, the timeline to breakeven is relatively long, and is entirely contingent on unconfirmed funding estimates.

REGULATORY UNCERTAINTY AROUND ORGANIC PROCESSING

There are several emerging or unresolved issues in respect of organic processing regulation in Queensland.

The introduction of FOGO as an organic feedstock has triggered recent updates to the existing organic processing regulatory frameworks, including definitions, risk management, and licensing criteria.

- In March 2023, the Department published the Organic Feedstock Odour Rating Assessment report, which designated FOGO as a "High Risk" feedstock in terms of odour assessment. This rating determines the obligations on processors to mitigate

the odour impact, including appropriate processing technology, site specification, buffers, etc. that will need to be put in place.

- The licensing of composting facilities under the current environmental regulatory authorities (ERAs) is determined on a site-by-site basis, so an acceptable operation in one location will not necessarily meet regulatory requirements in an alternative location. Combined with the high-risk categorisation of FOGO, and the absence of any established facilities in the State against which to predict licensing decision making, the industry is understandably nervous about the likely compliance any given site and/or technological solution will need to adhere with.
- The Department is also currently undertaking an evaluation of the risk of PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances) and other contaminants in FOGO feedstock. The results of this piece of work are not yet published, so there is no clarity at this time as to the impact that this might have on the potential end-use restrictions of compost material produced from FOGO feedstocks, or indeed how acceptable levels are to be determined, measured, or monitored.

The table below summarises how these ongoing uncertainties might impact Council's organic project:

Risk	Description
Procurement	Failure to attract commercial bidders Aggressive risk transfer/wrong technology choice/unrealistic targets
Permits	Delays in approvals, identified site and/or technological solution fails approvals process
Timing	Lead time is potentially very long (12 months for planning approvals, 12-18 for design and build)
Regulatory	Regulations subject to change e.g. PFAS, ERA53 operating rules, AS4454 composting rules
Site	Land availability, subsequent urban encroachment on agreed buffer zones
Operational	Leachate and groundwater management, odour management
End use	PFAs and other contaminants rendering end product unsuitable for on-sale

EMISSIONS REDUCTION FUND

In March 2023, Council applied to the Clean Energy Fund to receive Australia Carbon Credit Units (ACCUs) under the Source Separated Organics Waste Method of the Emissions Reduction Fund (ERF). The estimated revenue earned for the first seven years of the project is \$1.1M for a FOGO service.

Our expectation is that we will be awarded this contract, but until confirmation is received it is another financial uncertainty that will directly impact the overall viability of the project.

CONCLUSIONS

All options for a kerbside organics service will cost the ratepayer more than the current business as usual two-bin service over the short term.

It is further true that due to the unwinding of the MSW levy rebate, there is a future point at which the additional cost of providing the organics service becomes less than the cost of doing nothing.

Establishing the timing and quantum of these savings however is problematic whilst the following key inputs to the modelling remain unresolved:

- Confirmation of a suitable level of advanced funding from State Government to cover the costs of upfront service implementation and any potential ongoing funding

- Confirmation from State Government on regulatory requirements for processors, in particular:
 - Ongoing licensing conditions to be imposed on FOGO processing operations
 - Likely restrictions on compost product use arising from presence of PFAS and other contaminants

RECOMMENDATION

That due to the above mitigating factors, it is recommended that 2022/23 Operation Plan *Action 3.4.1.1 Complete the trail for kerbside organics collection and present a business case to Council recommending the most appropriate service for the region* by 30 June 2023 be removed from the Operational Plan.

Council officers to continue to work with the State Government to seek clarity on the remaining barriers and finalise the FOGO business case at the earliest opportunity.

FOGO BUSINESS CASE UPDATE

Proposed Changes 2022/23 Operational Plan

Meeting Date: 27 June 2023

Attachment No: 1

2022 – 2023 Operational Plan – Actions and Targets

Responsible Section		Code	Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section								
Community Services	Parks	1.1.1.1	1. Our Council	1.1. We are fiscally responsible	1.1.1. We prioritise our projects and operational activities effectively to achieve our long-term goals.	Develop a business plan for the Rockhampton Zoo to investigate opportunities to offset Council's operational investment.	Present report to Council on options by 31 March 2023.	Parks, Sport and Public Spaces	KFA – Fiscal Responsibility/ Financial Sustainability
Corporate Services	Airport	1.1.1.2	1. Our Council	1.1. We are fiscally responsible	1.1.1. We prioritise our projects and operational activities effectively to achieve our long-term goals.	Manage the Airport in accordance with the Rockhampton Airport 2022-2023 Performance Plan.	Achieve all financial and non-financial performance targets.	Airport	
Regional Services	Waste & Recycling	1.1.1.3	1. Our Council	1.1. We are fiscally responsible	1.1.1. We prioritise our projects and operational activities effectively to achieve our long-term goals.	Deliver waste and recycling services in accordance with Rockhampton Regional Waste and Recycling 2022-2023 Performance Plan.	Achieve all financial and non-financial performance targets.	Waste and Recycling	
Regional Services	Fitzroy River Water	1.1.1.4	1. Our Council	1.1. We are fiscally responsible	1.1.1. We prioritise our projects and operational activities effectively to achieve our long-term goals.	Deliver water and sewerage services in accordance with Fitzroy River Water 2022-2023 Performance Plan.	Achieve all financial and non-financial performance targets.	Water and Environmental Sustainability	
Corporate Services	Finance	1.1.2.1	1. Our Council	1.1. We are fiscally responsible	1.1.2. Our budgets are financially sustainable and provide value and accountability to the community.	Review Council's Community Service activities where private providers now supply similar services.	Present report of options to Council by 31 March 2023.	Communities and Heritage	KFA – Community Needs
Corporate Services	Finance	1.1.2.2	1. Our Council	1.1. We are fiscally responsible	1.1.2. Our budgets are financially sustainable and provide value and accountability to the community.	Efficient and effective management of Council's finances.	Long Term Financial Forecast updated at each budget and budget revision.	Whole of Council	KFA – Fiscal Responsibility/ Financial Sustainability
Regional Services	Project Delivery	1.1.2.3	1. Our Council	1.1. We are fiscally responsible	1.1.2. Our budgets are financially sustainable and provide value and accountability to the community.	Delivery of assigned Capital Projects.	Complete 95% expenditure against approved Capital budget.	Infrastructure	KFA – Fiscal Responsibility/ Financial Sustainability
Regional Services	Infrastructure Planning	1.1.3.1	1. Our Council	1.1. We are fiscally responsible	1.1.3. We have effective governance with accountable decision-making practices.	Continually improve asset management practices.	Develop and adopt a 3-year Asset Management Improvement Plan by 30 June 2023.	Infrastructure	KFA – Economic Development and Future Growth KFA – Infrastructure Planning

Responsible Section			Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section	Code							
Office of the CEO	Office of the Mayor	1.1.4.1	1. Our Council	1.1. We are fiscally responsible	1.1.4. We pursue and advocate for funding that enables us to deliver our planned priorities and supports our financial sustainability.	Continue to advocate for support from other levels of government for Council's planned priorities.	Advocate for planned priorities in accordance with the Advocacy Framework.	Whole of Council	KFA – Economic Development and Future Growth
Office of the CEO	Office of the Mayor	1.2.1.1	1. Our Council	1.2. We are respected and recognised for our engagement with the community and our contributions to the Region	1.2.1. We build strong and respectful working relationships with stakeholders in all levels of government.	Establish a strategic approach to relationships across all levels of Government.	Develop the 2023-2024 Advocacy Plan by 30 June 2023.	Whole of Council	KFA – Economic Development and Future Growth
Office of the CEO	Directorate	1.2.2.1	1. Our Council	1.2. We are respected and recognised for our engagement with the community and our contributions to the Region	1.2.2. We have productive and respectful relationships with stakeholders within neighbouring regions.	Engage in regional collaboration initiatives and targeted advocacy.	Actively participate in Central Queensland Regional Organisation of Council's (CQROC) and associated working groups.	Whole of Council	KFA – Economic Development and Future Growth
Office of the CEO	Office of the Mayor	1.2.4.1	1. Our Council	1.2. We are respected and recognised for our engagement with the community and our contributions to the Region	1.2.4. As a community leader, we advocate for the benefit of our community.	Develop a calendar of engagements in line with the scope and resourcing of the Community Engagement Framework.	Implement actions included in the calendar of engagements.	Whole of Council	KFA – Community Needs
Corporate Services	Workforce & Governance	1.3.1.1	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.1. We have a workplace culture that is safe, engaged, responsive, professional and accountable.	Implement the Health and Safety Strategy.	Deliver the Health and Safety Strategy actions for 2022-23.	Whole of Council	
Corporate Services	Workforce & Governance	1.3.1.2	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.1. We have a workplace culture that is safe, engaged, responsive, professional and accountable.	Maintain a safe work environment for all employees, volunteers and contractors of Council.	Develop and implement a Work Health and Safety Performance Measures Procedure to monitor compliance against Key Performance Indicators.	Whole of Council	
Corporate Services	Workforce & Governance	1.3.1.3	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.1. We have a workplace culture that is safe, engaged, responsive, professional and accountable.	Develop a People Strategy to assist with the transition to a desired organisational culture.	Present analysis report of 2023 Our Pulse (employee) Survey to the Leadership Team and Council by 30 June 2023.	Whole of Council	
Corporate Services	Corporate & Technology Services	1.3.1.4	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.1. We have a workplace culture that is safe, engaged, responsive, professional and accountable.	Implement the Information and Communication Technology Strategic Plan 2021-2025.	Deliver the Information and Communication Technology Strategic Plan actions for 2022-23.	Whole of Council	

Responsible Section		Code	Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section								
Corporate Services	Corporate & Technology Services	1.3.1.5	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.1. We have a workplace culture that is safe, engaged, responsive, professional and accountable.	Implement the transition of R1 from an 'on premise' solution to the Cloud – Software as a Service (SaaS).	Successfully transition R1 to the Cloud and implement SaaS by 30 June 2023.	Whole of Council	
Corporate Services	Finance	1.3.1.6	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.1. We have a workplace culture that is safe, engaged, responsive, professional and accountable	Deliver Council's Customer Service Charter, ensuring positive engagement with internal and external customers, which includes the ongoing promotion of eServices to customers – eNotices, online self-service.	Ensure 75% of Customer calls are answered within 45 seconds and increase the take up of eNotices.	Whole of Council	KFA – Community Needs
Corporate Services	Workforce & Governance	1.3.2.1	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.2. We value our staff and volunteers, and recognise their contributions to the workplace and the Region.	Develop and implement required strategies and operational actions from the Certified Agreements.	Deliver all actions and strategies within the timeframes indicated in the Certified Agreements.	Whole of Council	
Community Services	Directorate	1.3.2.2	1. Our Council	1.3. We are motivated to provide excellent service and have a strong organisational culture	1.3.2. We value our staff and volunteers, and recognise their contributions to the workplace and the Region.	Develop and deliver a program for thanking volunteers, including hosting a 'thank you' event for Council volunteers to recognise their contributions to the organisation.	Program delivered by 30 June 2023.	Communities and Heritage	
Regional Services	Infrastructure Planning	2.1.1.1	2. Our Community	2.1. Our places and spaces enhance the liveability and diversity of our communities	2.1.1. We ensure community assets are utilised and appropriate for the needs of the community.	Update Asset Management Plans for: - Sealed Roads; and - Airport.	Present plans to Council for adoption by 30 June 2023.	Infrastructure	KFA – Economic Development & Future Growth KFA – Infrastructure Planning
Regional Services	Project Delivery	2.1.1.2	2. Our Community	2.1. Our places and spaces enhance the liveability and diversity of our communities	2.1.1. We ensure community assets are utilised and appropriate for the needs of the community.	Deliver Botanic Gardens and Zoo Redevelopment Implementation Plan.	Commence construction of New Entry Hub and Playground in accordance with approved timeframes.	Parks, Sport and Public Spaces	
Corporate Services	Strategy & Planning	2.1.4.1	2. Our Community	2.1. Our places and spaces enhance the liveability and diversity of our communities	2.1.4. We provide facilities for sports and the arts that encourage community participation, and attract elite sporting and cultural events.	Continue open space and community assets planning.	Substantially progress assessment of community needs to improve Council's understanding of those needs and determine suitability of existing facilities and gaps in provision by 31 March 2023.	Parks, Sport and Public Spaces	KFA – Community Needs

Responsible Section			Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Regional Services	Project Delivery	2.1.5.1	2. Our Community	2.1. Our places and spaces enhance the liveability and diversity of our communities	2.1.5. We maintain our public places and spaces responsibly by planning and prioritising our work.	Undertake Mount Morgan Pool Redevelopment Project.	Prepare design of new Aquatic Centre by 31 December 2022.	Parks, Sport and Public Spaces	KFA – Infrastructure Planning
Community Services	Parks	2.1.5.2	2. Our Community	2.1. Our places and spaces enhance the liveability and diversity of our communities	2.1.5. We maintain our public places and spaces responsibly by planning and prioritising our work.	Continue the review of current levels of service and maintenance of open spaces to identify opportunities for continuous improvement.	Present an updated analysis report to Council and establish Customer Service Standards by 31 March 2023.	Parks, Sport and Public Spaces	KFA – Community Needs
Corporate Services	Strategy & Planning	2.2.1.1	2. Our Community	2.2. We support our communities through our activities and programs	2.2.1. We develop our understanding of the needs and concerns of the community.	Undertake planning for major sports and events precincts.	Complete preliminary planning of precincts and present reports on options and estimated costs to Council by 31 March 2023.	Parks, Sport and Public Spaces	KFA – Community Needs
Corporate Services	Strategy & Planning	2.2.2.1	2. Our Community	2.2. We support our communities through our activities and programs	2.2.2. We provide opportunities for people to contribute to their communities.	Review Council's role in relation to community development.	Provide an analysis report to Council by 31 March 2023.	Communities and Heritage	KFA – Community Needs
Regional Services	Waste & Recycling	2.2.3.1	2. Our Community	2.2. We support our communities through our activities and programs	2.2.3. We support our people and community groups through our programs and resources.	Collaborate with organisations and social enterprises to develop opportunities to capacity build.	Develop an Upcycle Village at the Lakes Creek Road Waste Management Facility by 30 June 2023 to support upcycling initiatives and skill development.	Waste and Recycling	
Regional Services	Waste & Recycling	2.2.3.2	2. Our Community	2.2. We support our communities through our activities and programs	2.2.3. We support our people and community groups through our programs and resources.	Create a community that is supported to achieve best practices in waste management.	Deliver the Rockhampton Regional Waste and Recycling Waste Education Plan 2022 by 31 December 2022.	Waste and Recycling	
Community Services	Communities & Culture	2.3.1.1	2. Our Community	2.3. Our Region's heritage and culture are preserved and celebrated	2.3.1. Our services, activities and community assets provide opportunities to celebrate our culture and creative arts, and preserve the Region's heritage.	Complete a review of the Rockhampton Museum of Art and its contribution to the community and cultural tourism.	Present report to Council by 31 March 2023.	Communities and Heritage	
Community Services	Communities & Culture	2.3.1.2	2. Our Community	2.3. Our Region's heritage and culture are preserved and celebrated	2.3.1. Our services, activities and community assets provide opportunities to celebrate our culture and creative arts, and preserve the Region's heritage.	Develop a 5-year Business Plan for the Rockhampton Heritage Village.	Present a report to Council by 31 March 2023.	Communities and Heritage	

Responsible Section			Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Community Services	Directorate	2.3.3.1	2. Our Community	2.3. Our Region's heritage and culture are preserved and celebrated	2.3.3. We acknowledge and celebrate the Region's cultural diversity.	Undertake a review of Council's existing Indigenous Land Use Agreement (ILUA) with Darumbal People Aboriginal Corporation and commence negotiations of an ILUA with Gaangalu Nation People.	Monitor progress of ILUA arrangements and present report to Council every quarter.	Communities and Heritage	
Office of the CEO	Advance Rockhampton	3.1.1.1	3. Our Economy	3.1. We plan for growth with the future needs of the community, business and industry in mind	3.1.1. We have a greater understanding of the Region's economic strengths, opportunities and challenges.	Implement actions contained in the Rockhampton Region Economic Action Plan.	Prepare an Actions Matrix with implementation timelines for each action by 30 September 2022 and deliver actions within approved timeframes.	Advance Rockhampton	KFA – Economic Development and Future Growth
Community Services	Community Assets & Facilities	3.1.2.1	3. Our Economy	3.1. We plan for growth with the future needs of the community, business and industry in mind	3.1.2. Our strategic planning supports the Region's growing population and enables economic development.	Investigate options for burials to continue at Rockhampton Memorial Gardens Cemetery.	Develop a feasible forward plan for burials for the Rockhampton community to be presented to Council by 31 March 2023.	Communities and Heritage	KFA – Economic Development and Future Growth
Regional Services	Infrastructure Planning	3.1.2.2	3. Our Economy	3.1. We plan for growth with the future needs of the community, business and industry in mind	3.1.2. Our strategic planning supports the Region's growing population and enables economic development.	Undertake an amendment of the Local Government Infrastructure Plan (LGIP).	Progress the amendment in accordance with the milestones identified in the LGIP Review Project Plan.	Infrastructure	KFA – Economic Development and Future Growth
Corporate Services	Strategy & Planning	3.1.2.3	3. Our Economy	3.1. We plan for growth with the future needs of the community, business and industry in mind	3.1.2. Our strategic planning supports the Region's growing population and enables economic development.	Amend the Rockhampton Region Planning Scheme as required to achieve Council's policy objectives and outcomes.	Complete current planning scheme amendments by 30 June 2023.	Planning and Regulation	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.1.3.1	3. Our Economy	3.1. We plan for growth with the future needs of the community, business and industry in mind	3.1.3. We support businesses and industries to adapt and capitalise on the move towards renewable energy and a circular economy.	Develop a Renewable Energy Projects marketing plan.	Develop a marketing plan by 30 November 2022.	Advance Rockhampton	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.1.3.2	3. Our Economy	3.1. We plan for growth with the future needs of the community, business and industry in mind	3.1.3. We support businesses and industries to adapt and capitalise on the move towards renewable energy and a circular economy.	Develop a Circular Economy Framework document to outline key economic opportunities for key economic industries and appropriate Council services.	Develop the framework by 31 May 2023.	Advance Rockhampton	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.2.1.1	3. Our Economy	3.2. Our work attracts business and industry to our Region	3.2.1. We support projects that strengthen the Region's economic development.	Develop a specific Defence and Industry Capability Strategy for the Rockhampton Region.	Develop the strategy by 31 May 2023.	Advance Rockhampton	KFA – Economic Development and Future Growth

Responsible Section			Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section	Code							
Office of the CEO	Advance Rockhampton	3.2.2.1	3. Our Economy	3.2. Our work attracts business and industry to our Region	3.2.2. We facilitate business development and capacity building.	Deliver industry development initiatives to strengthen and grow the key sectors of Resources and Construction and Agriculture and Water.	Implement economic resilience activities in line with the Rockhampton Region Economic Development Strategy and Action Plan.	Advance Rockhampton	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.2.2.2	3. Our Economy	3.2. Our work attracts business and industry to our Region	3.2.2. We facilitate business development and capacity building.	Develop an Investment Attraction Strategy and Jobs Pipeline Study.	Develop strategy by 31 March 2023.	Advance Rockhampton	KFA – Economic Development and Future Growth
Office of the CEO	Office of the Mayor	3.2.3.1	3. Our Economy	3.2. Our work attracts business and industry to our Region	3.2.3. We advocate for the Region with all levels of government and support non-Council projects that benefit the Region.	Collaborate with key stakeholders to identify relevant non-Council projects and issues for advocacy to other levels of government.	Non-Council projects and issues are included in Council's Advocacy Plan.	Whole of Council	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.2.4.1	3. Our Economy	3.2. Our work attracts business and industry to our Region	3.2.4. We work collaboratively with business and industry partners and stakeholders.	Develop stakeholder and business events and leverage key partnerships.	Deliver business events across the Region throughout the financial year collaborating with our key partners.	Advance Rockhampton	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.3.1.1	3. Our Economy	3.3. Our work attracts visitors to the Region	3.3.1. We promote our Region as an attractive destination for visitors.	Develop a strategic tourism and marketing plan for the Region in accordance with the new Rockhampton Region Economic Development Strategy.	Develop plan by 31 October 2022 and deliver updated strategic tourism and marketing actions within approved timeframes.	Advance Rockhampton	KFA – Economic Development and Future Growth
Office of the CEO	Advance Rockhampton	3.3.2.1	3. Our Economy	3.3. Our work attracts visitors to the Region	3.3.2. We design places and deliver events that encourage visitors to come and stay.	Develop a diverse events calendar that supports liveability and visitability within the Region.	Deliver an event calendar (including major third-party events) for 2023 calendar year by 31 October 2022.	Advance Rockhampton	KFA – Economic Development and Future Growth
Regional Services	Waste & Recycling	3.4.1.1	3. Our Economy	3.4. We support our Region's economy through our projects and activities	3.4.1. We plan and deliver significant projects that deliver ongoing, sustainable economic benefits for the Region.	Complete the trial for kerbside organics collection and present a Business Case to Council recommending the most appropriate service for the Region.	Present Business Case to Council for approval by 31 December 2022.	Waste and Recycling	
Regional Services	Project Delivery	3.4.2.1	3. Our Economy	3.4. We support our Region's economy through our projects and activities	3.4.2. Our infrastructure and community assets support the growth of the Region's economy.	Undertake the Glenmore Water Treatment Plant Upgrade Project.	Carry out Electrical upgrade and Mechanical services work in line with approved project schedule by 30 June 2023.	Infrastructure	Significant Capital Project
Regional Services	Project Delivery	3.4.2.2	3. Our Economy	3.4. We support our Region's economy through our projects and activities	3.4.2. Our infrastructure and community assets support the growth of the Region's economy.	Undertake the North Rockhampton Sewage Treatment Plant Augmentation Project.	Complete construction work in accordance with the approved project schedule.	Infrastructure	Significant Capital Project

Responsible Section		Code	Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section								
Regional Services	Waste & Recycling	3.4.2.3	3. Our Economy	3.4. We support our Region's economy through our projects and activities	3.4.2. Our infrastructure and community assets support the growth of the Region's economy.	Secure a long-term solution for the processing of the Region's Kerbside Recycling stream.	Complete procurement for a long-term solution by 30 June 2023.	Waste and Recycling	KFA – Economic Development and Future Growth
Community Services	Environmental Sustainability	4.1.1.1	4. Our Environment	4.1. Our Region is resilient and prepared to manage climate-related risks and opportunities	4.1.1. We have a greater understanding of climate risks and their impacts on the Region, which prepares us for challenges and opportunities in the future.	Secure resourcing to commence local implementation of the Climate Risk Management Framework for Queensland Local Government.	Commence implementation of climate risk management planning by 30 June 2023.	Water and Environmental Sustainability	
Regional Services	Fitzroy River Water	4.1.1.2	4. Our Environment	4.1. Our Region is resilient and prepared to manage climate-related risks and opportunities	4.1.1. We have a greater understanding of climate risks and their impacts on the Region, which prepares us for challenges and opportunities in the future.	Undertake the North Rockhampton Flood Backflow Prevention Project to enable an increased level of protection of the North Rockhampton Flood Mitigated Area in riverine flooding events.	Complete the construction and commissioning by 31 December 2022.	Water and Environmental Sustainability	KFA – Infrastructure Planning
Community Services	Environmental Sustainability	4.2.1.1	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.1. We continually improve our environment and sustainability performance and comply with State and Federal requirements.	Revise the Sustainability Strategy for the Region, ensuring continued alignment with State and Federal requirements.	Adopt revised Sustainability Strategy by 20 December 2022.	Water and Environmental Sustainability	
Regional Services	Fitzroy River Water	4.2.1.2	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.1. We continually improve our environment and sustainability performance and comply with State and Federal requirements.	Review emergency action plan for the Mount Morgan No. 7 Dam to implement practical and usable processes in case of emergency.	Submit revised emergency action plan to Regulator for approval by 31 December 2022.	Water and Environmental Sustainability	
Regional Services	Waste & Recycling	4.2.1.3	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.1. We continually improve our environment and sustainability performance and comply with State and Federal requirements.	Complete a detailed review of the design for the vertical expansion of the Lakes Creek Road Landfill.	Complete design review with updated management plans to cover Geotechnical Monitoring System, Stormwater, Leachate, Groundwater, Landfill Gas and Conceptual Rehabilitation by 31 March 2023.	Waste and Recycling	KFA – Infrastructure Planning

Responsible Section		Code	Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section								
Regional Services	Waste & Recycling	4.2.1.4	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.1. We continually improve our environment and sustainability performance and comply with State and Federal requirements.	In collaboration with Central Queensland Regional Organisation of Council's (CQROC) and State Government, develop a Central Queensland Regional Waste Management and Infrastructure Plan to highlight key initiatives and infrastructure requirements, including funding, to achieve the State Government targets of Zero Waste to Landfill by 2050.	Develop plan by 31 March 2023.	Waste and Recycling	KFA – Infrastructure Planning
Community Services	Environmental Sustainability	4.2.2.1	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.2. We seek out opportunities that contribute to the long-term environmental sustainability of the Region.	Implement the Sustainability Strategy for the Region in accordance with the Annual Action Plan.	Report on progress via an annual Year in Review highlights report and quarterly updates.	Water and Environmental Sustainability	
Regional Services	Fitzroy River Water	4.2.2.2	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.2. We seek out opportunities that contribute to the long-term environmental sustainability of the Region.	Develop Effluent Re-Use Strategies for our sewerage schemes that minimise environmental impact.	Present Effluent Re-Use Strategies for each Sewage Treatment Plant to Council for approval by 30 June 2023.	Water and Environmental Sustainability	
Regional Services	Waste & Recycling	4.2.2.3	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.2. We seek out opportunities that contribute to the long-term environmental sustainability of the Region.	Develop and implement a behaviour change campaign to support the community in the correct use of the kerbside collection service.	Complete community consultation to extract and align local knowledge and values of recycling and reuse, used to inform the development of education campaigns by 30 June 2023.	Waste and Recycling	
Regional Services	Waste & Recycling	4.2.3.1	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.3. Our waste management practices accommodate and support environmental sustainability.	Review The Rockhampton Regional Council Waste Strategy 2020 – 2023 including public consultation to re-establish strategic targets and priorities.	Complete public consultation and present revised strategy to Council for adoption by 31 March 2023.	Waste and Recycling	
Community Services	Environmental Sustainability	4.2.4.1	4. Our Environment	4.2. We pursue innovative and sustainable practices	4.2.4. We support our community, businesses and industries as they transition towards a low carbon economy.	Develop initiatives that promote innovative and sustainable practices across our local communities.	Develop initiatives by 30 June 2023.	Water and Environmental Sustainability	
Regional Services	Waste & Recycling	5.1.1.1	5. Our Infrastructure	5.1. Our Region has infrastructure that meets current and future needs	5.1.1. Our Council assets are well maintained.	Complete Gracemere Waste Transfer Station redevelopment.	Complete redevelopment by 30 June 2023.	Infrastructure	KFA – Infrastructure Planning

Responsible Section		Code	Corporate Plan Commitment	Corporate Plan Goal	Corporate Plan Effort	2022/23 Operational Action	2022/23 Operational Target	Councillor Portfolio	Link to Key Focus Areas/Significant Capital Project
Department	Section								
Regional Services	Project Delivery	5.1.2.1	5. Our Infrastructure	5.1. Our Region has infrastructure that meets current and future needs	5.1.2. Our future projects are planned and prioritised.	Undertake Arthur Street Sewer Pump Station Replacement project.	Commence design of new pump station by 31 December 2022.	Infrastructure	KFA – Infrastructure Planning
Regional Services	Project Delivery	5.1.2.2	5. Our Infrastructure	5.1. Our Region has infrastructure that meets current and future needs	5.1.2. Our future projects are planned and prioritised.	Implement Gracemere and South Rockhampton Sewage Treatment Plant Strategy.	Commence construction of short-term measures and the planning for long term strategy by 31 March 2023.	Infrastructure	KFA – Infrastructure Planning
Regional Services	Project Delivery	5.1.2.3	5. Our Infrastructure	5.1. Our Region has infrastructure that meets current and future needs	5.1.2. Our future projects are planned and prioritised.	Construction of a new potable water pipeline from Gracemere to Mount Morgan.	Commence design and construction.	Infrastructure	Significant Capital Project
Regional Services	Infrastructure Planning	5.1.2.4	5. Our Infrastructure	5.1. Our Region has infrastructure that meets current and future needs	5.1.2. Our future projects are planned and prioritised.	Develop a Long-Term Water Supply Strategy for Rockhampton and Gracemere.	Present strategy to Council for adoption by 30 June 2023.	Water and Environmental Sustainability	KFA – Infrastructure Planning
Regional Services	Project Delivery	5.1.3.1	5. Our Infrastructure	5.1. Our Region has infrastructure that meets current and future needs	5.1.3. Our significant projects enable and support the Region's economy, community and environment.	Undertake the Alliance Airlines Aircraft Maintenance Repair and Overhaul Facility project.	Continue to work in collaboration with Alliance Airlines to complete the construction of the new Aircraft Maintenance Repair and Overhaul Facility by 31 March 2023.	Airport	KFA – Infrastructure Planning

11.7 SOLE SUPPLIER - ROCKHAMPTON REGIONAL WASTE & RECYCLING

File No: 11760
Attachments: Nil
Authorising Officer: Martin Crow - Acting General Manager Regional Services
Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

The purpose of this report is to seek a Council resolution that the nominated supplier is deemed as a sole supplier in accordance with Section 235 (a) of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT pursuant to s235 (a) of the *Local Government Regulation 2012*, Council approve SITECH as a sole supplier for the Trimble GNSS receiver replacement and any associated software, license and maintenance requirements for the Landfill Compactor.

BACKGROUND

The Trimble GNSS (Global Navigation Satellite System) receiver on the Landfill Compactor recently ceased operating, likely due to degradation from age, weather and a harsh work environment. The device requires replacement with a compatible equivalent. Without a working receiver, RRWR are unable to track waste compaction or measure waste filling heights within the landfill cell. Controlling and monitoring compaction via the Trimble's GNSS is important in maximising available airspace and assists operators in compacting waste optimally, extending the overall life of a landfill cell.

Trimble products are utilised across many engineering applications within RRC. The new Trimble GNSS unit is a like for like replacement of the previously unit, therefore it requires no additional set up or software changes apart from the installation of the unit itself. SITECH are the only Australian supplier of Trimble products. They supplied the previous receiver, provide routine maintenance on software, and currently have a purchase order with RRWR to supply the licence for the satellite access. Lastly, the GPS base station established on the roof of the Waste Transfer Station building, will only interface with a Trimble receiver.

COMMENTARY

The Trimble GNSS has met performance expectation since it was installed. Purchase of the Trimble GNSS is quoted at \$20,028.00 (ex GST). Purchase price will be covered by current RRWR Operational budget.

LEGISLATIVE CONTEXT

Under Section 235, Other Exceptions, of the *Local Government Regulation 2012*:

"A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if –

a) the local government resolves it is satisfied that there is only one supplier who is reasonably available;"

CONCLUSION

It is recommended that Council resolve that SITECH be deemed as a sole supplier in accordance with Section 235 (a) of the *Local Government Regulation 2012* for the Trimble GNSS receiver replacement and any associated software, licensing and maintenance requirements for the Landfill Compactor.

11.8 ANNUAL POLICY REVIEW - PURCHASING POLICY - ACQUISITION OF GOODS AND SERVICES**File No:** 5883**Attachments:**

1. Draft Purchasing Policy - Acquisition of Goods and Services (Track Changes)[↓](#)
2. Draft Purchasing Policy - Acquisition of Goods and Services (Clean)[↓](#)

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer**Author:** Megan Younger - Manager Corporate and Technology Services

SUMMARY

The annual review of the Purchasing Policy – Acquisition of Goods and Services is presented for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

That Council:

1. Adopts the revised Purchasing Policy – Acquisition of Goods and Services; and
2. Approves a review date of the Purchase Policy – Acquisition of Goods and Services of June 2024.

COMMENTARY

Under s198 of the *Local Government Regulation 2012* (the Regulation), Council is required to adopt a policy about procurement that includes the principles regarding its procurement practices and sound contracting principles. Council is also required to review its procurement policy annually.

As part of this year's annual review, a benchmarking exercise of 12 other Queensland Council's procurement policies was undertaken. This exercise identified that RRC is the only Council that has a tender threshold of \$150,000 since this was increased to \$200,000 under the Regulation in 2012. It was also noted that RRC has a lower 1 quote threshold than majority of these Council's.

In consideration of the benchmarking exercise and the significant cost increases experienced across all industries (particularly over the last few years), it is recommended that Council's procurement thresholds be increased as detailed within the draft policy provided.

It is also proposed that the requirement to obtain 3 quotes for Trades, Consultancy & Civil Construction Registers of Pre-Qualified Supplier's is increased from \$15,000 to \$50,000. In proposing this increase the following has been considered:

- The robust procurement process utilised to accept contractors to these registers;
- Industry price increases as mentioned above;
- The quote requirements to utilise other similar Local Government Registers e.g. Local Buy; and
- Finding a middle ground between not over stipulating our requirements but still ensuring we are obtaining value for money and providing opportunities to other suppliers.

It is envisaged that these changes will assist with making our procurement processes more efficient and streamlined, whilst still ensuring we are testing the market or registers for the moderate to higher value goods and services.

PREVIOUS DECISIONS

The July 2022 version of the Purchasing Policy was adopted by Council at the 26 July 2022 Ordinary Meeting.

BUDGET IMPLICATIONS

There are no budget implications.

LEGISLATIVE CONTEXT

Local Government Regulation 2012:

“198 Procurement Policy

- (1) A local government must prepare and adopt a policy and procurement (a procurement policy).
- (2) The procurement policy must include details of the principles, including the sound contracting principles, that the local government will apply in the financial year for purchasing goods and service.
- (3) A local government must review its procurement policy annually.”

LEGAL IMPLICATIONS

In accordance with the Local Government Regulation 2012 s198, Council must adopt a procurement policy and review annually

STAFFING IMPLICATIONS

No staffing implications.

RISK ASSESSMENT

Purchasing risk assessments are captured in Council’s Operational Risk Register.

CORPORATE/OPERATIONAL PLAN

5.3.1 Ensure the efficient and effective management of Council’s finances.

CONCLUSION

In accordance with the Local Government Regulation, Council’s Purchasing Policy – Acquisition of Goods and services must be reviewed annually. The attached revised policy is presented for Council’s consideration and adoption.

ANNUAL POLICY REVIEW - PURCHASING POLICY – ACQUISITION OF GOODS AND SERVICES

Draft Purchasing Policy - Acquisition of Goods and Services (Track Changes)

Meeting Date: 27 June 2023

Attachment No: 1

PURCHASING POLICY – ACQUISITION OF GOODS AND SERVICES

STATUTORY POLICY



1 Scope

This policy applies to Rockhampton Regional Council employees and encompasses all procurement activities throughout all of Council's operations.

2 Purpose

The purpose of this policy is to outline Council's approach to developing and maintaining procurement practices for the acquisition of goods and services which optimise value for money and promote effective supplier relationships.

3 Related Documents

3.1 Primary

Local Government Regulation 2012

3.2 Secondary

Local Government Act 2009

Public Sector Ethics Act 1994

Asset Disposal Policy

Code of Conduct

Conflicts of Interest Policy

Corporate Purchase Card Procedure

Evaluating Quotes, Tenders and Expressions of Interest Procedure

Financial Delegations Policy

Fraud and Corruption Control Policy

Information and Communication Technology – Acquisition and Purchase of [EquipmentAssets](#),
Systems and Services Procedure

Inviting Quotes, Tenders and Expressions of Interest Procedure

Local Preference Policy

Materials Management Policy

[Payment of Utility Expenses Procedure](#)

Plant Hire Engagement [GuidelineProcedure](#)

Pre-Qualification of Suppliers Procedure

Privacy Policy

Purchasing Compliance Management Procedure

Selecting the Procurement Method Procedure

LEGAL AND GOVERNANCE USE ONLY

Adopted/Approved:	Adopted, 26 July 2022DRAFT	Department:	Corporate Services
Version:	11	Section:	Corporate and Technology Services
Reviewed Date:		Page No:	Page 1 of 6

Value for Money Guideline

4 Definitions

To assist in interpretation, the following definitions apply:

Circular Economy	In contrast to a linear economy that has little regard for alternatives to disposal/waste at a product's end of life, circular economy principles consider opportunities to retain and circulate resources in the economy at their highest value for as long as possible.
Council	Rockhampton Regional Council
Employees	Local government employee: a) The Chief Executive Officer; or b) A person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Preferred Supplier Arrangement	A form of standing offer arrangement where a supplier has provided a standing quotation for the goods or services.
Pre-Qualified Supplier	As defined in the <i>Local Government Regulation 2012</i> , a supplier who has been assessed by Council as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.
Purchase Order	The official document, normally generated by Technology One R1, Council's corporate enterprise system, used to authorise and record the purchase of goods or services by Council. It will often be the prime reference confirming the contractual situation between Council and the supplier.
RPQS	Register of Pre-Qualified Suppliers.
Standing Offer Arrangement	An agreement subject to specified terms and conditions whereby the purchaser agrees to purchase their requirements of a range of goods or services, during a specified time period from the supplier at agreed prices or on an agreed price basis. Normally no obligation to purchase a specified quantity exists although estimates for the guidance of the supplier may be given.
Supplier	A person, organisation or entity that performs a specific act or acts including the provision of services and/or materials to another person, organisation or entity under an agreement enforceable by law.
Sustainable Procurement	A process where organisations meet their needs for goods, services and capital projects, in a way that achieves value for money over the whole of life cost basis in terms of generating benefits not only to the organisation, but also to society, the economy and the natural environment.
The Act	<i>Local Government Act 2009</i>
The Regulation	<i>Local Government Regulation 2012</i>
Whole of Life Cost	Total cost of a good or service over its entire lifecycle. This may include acquisition costs (associated with the initial procurement), operating costs, maintenance costs, cleaning costs, refurbishment costs, support costs and disposal costs.

5 Policy Statement

Section 198 of the Regulation stipulates that Council must prepare and adopt a procurement policy detailing the principles, including the sound contracting principles, that Council applies to its procurement activities, including the disposal of assets. Council has adopted the default contracting procedures as outlined in the Regulation.

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As defined by section 104 of the Act, the sound contracting principles include:

- a) Value for money;
- b) Open and effective competition;
- c) The development of competitive local business and industry;
- d) Environmental protection; and
- e) Ethical behaviour and fair dealing.

5.1 Sound Contracting Principles

Council officers must have regard to the following sound contracting principles in all procurement activities.

5.1.1 Value for Money

In undertaking any Council procurement activity, the objective is to obtain goods and services of the most suitable quality at the lowest whole of life cost which is consistent with the fitness for purpose of the requirements being procured and at an acceptable level of risk. This does not necessarily mean selecting the lowest priced goods or services. Value for money considerations include:

- (a) Whole-of-life costs including acquisition, use, maintenance and disposal;
- (b) Fitness for purpose, quality, service and support;
- (c) Risk exposure, the terms and conditions governing the acquisition should allocate the risks to the party best able to manage them;
- (d) Internal administration costs;
- (e) Technical compliance costs; and
- (f) Establishment of pre-qualified supplier and preferred supplier arrangements for goods and/or services required on a recurring basis to improve negotiating leverage for Council as a whole.

5.1.2 Open and Effective Competition

Procurement activities must be conducted using an open and competitive process unless a specific exception applies under Chapter 6, Part 3, Divisions 3 and 4 of the Regulation. Open and effective competition is achieved by ensuring:

- (a) Procurement processes are visible and transparent to suppliers and the public;
- (b) Evaluation criteria and weightings are disclosed in procurement processes, and evaluations are undertaken in accordance with Council procedures;
- (c) Requirements are planned well in advance to enable sufficient time to adequately source competitive bids;
- (d) Specifications are as explicit as possible, and focus on performance, function, and/or technical and physical characteristics (as opposed to brand and manufacturer); and
- (e) The market place is continually researched to identify new suppliers/products and enable effective use of competition in seeking offers.

5.1.3 The Development of Competitive Local Business and Industry

Council encourages the development of competitive local businesses and endeavours to promote and support competitive industry while conducting its procurement activities. In addition to price, capability, performance, quality and sustainability, Council also considers the following:

- (a) Creation of employment opportunities within the Region;
- (b) Economic growth for the Region;

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- (c) Readily available goods, services and support; and
- (d) The associated benefits to local commercial transactions that flow from these engagements.

The Local Preference Policy provides further information regarding the benefits of using local suppliers and details the mandatory evaluation criteria which must form part of the evaluation process for all procurement activities.

5.1.4 Environmental Protection

Council seeks to use its' considerable purchasing power to lead by example and positively influence businesses, industries and the community to protect the environment and support environmentally sustainable goods and services. In doing so, Council incorporates sustainable procurement principles in all purchasing decisions and considers a range of environmental factors including:

- (a) Procurement of environmentally responsible products, services, works and assets;
- (b) The whole-of-life benefits, costs and impacts of products and services (throughout their manufacturing, supply, use, maintenance and disposal), ensuring perceived short term value does not override long term costs that run counter to circular economy principles;
- (c) Devising strategies that reduce demand and extend the life of products (this may include examining organisation/project needs and avoiding, re-using or re-purposing if appropriate);
- (d) The environmental performance of prospective contractors and suppliers, as well their use of emission reduction actions relevant to their products and services;
- (e) Encouraging (and if possible mandating) sustainable solutions and innovation in tenders;
- (f) The environmental impact and performance of a product or service, with consideration of energy/water/fuel efficiency, recycled content, recyclable products, low toxicity levels, product origin and relevant certifications heavily weighted; and
- (g) Planning end-of-life product management at project outset and encouraging suppliers to do the same.

5.1.5 Ethical Behaviour and Fair Dealing

All employees involved in procurement activities must behave with impartiality, openness, integrity and professionalism whilst maintaining confidentiality in their dealings with suppliers. In the context of Council procurement activity, behaving ethically is achieved by observing the Code of Conduct and by having regard for the welfare of others. This includes:

- (a) Performing duties with impartiality and integrity in dealings with suppliers;
- (b) Treating information relating to suppliers as "commercial in confidence" and only disclosing such information to other employees or parties on a strict "need to know" basis;
- (c) Ensuring all written bids and other information submitted by suppliers is kept in a secure location when not in use;
- (d) Utilising open and accountable procurement methods;
- (e) Promoting professional procurement practices;
- (f) Maintaining systems and procedures which ensure a consistent approach to procurement;
- (g) Providing advice to suppliers on how to do business with Council;
- (h) Not engaging in any misleading or deceptive conduct towards suppliers;
- (i) Not making improper use of information relating to suppliers or to Council;
- (j) Not taking personal advantage of an opportunity that properly belongs to Council or a supplier;

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- (k) Not accepting or seeking gifts or other favours from suppliers;
- (l) Not entertaining approaches from suppliers that may be interpreted as attempts to influence the procurement process;
- (m) Not participating in any transaction between Council and any supplier in which they have an undisclosed interest;
- (n) A high regard for inclusive and accessible work environments that promote employment opportunities for people of all backgrounds and abilities, including support for First Nations businesses; and
- (o) Ensuring all purchase decisions consider the rights and wellbeing of people and communities involved in both direct business and supply chains.

5.2 Procurement Financial Thresholds

In accordance with the sound contracting principles and the default contracting procedures in the Regulation, the following procurement financial thresholds have been adopted by Council. The below methods apply where the risks associated with the purchase are assessed as low to medium. Where the risk is assessed as high then the next higher level process is used and careful consideration is given to the terms and conditions governing the transaction.

Estimated Expenditure (excluding GST)	Form Of Procurement			Responsibility
	General Purchasing	Council Trades, Consultancy and Civil Construction RPQS (s232 of the Regulation)	All other Council RPQS, Local Buy or other Government Arrangements (s232, s234 and s235 of the Regulation)	
Greater than \$450,000 <u>\$450,000 or more</u> (large sized contract)	Formal tender (s226 and 228 of the Regulation)	Invite 3 or more written quotes from the RPQS or formal tender (determined by Contracts and Tenders Unit team)	Invite 1 or more written quote(s) from the RPQS or arrangement*	Contracts and Tenders Unit team or <u>Procurement and Logistics Officer</u>
Greater than \$15,000 <u>or more</u> but less than \$450,000 <u>\$15,000 or more</u> (medium sized contract)	Invite 3 or more written quotes (s225 of the Regulation)	<u>\$50,000 or more but less than \$200,000:</u> Invite 3 or more written quotes from the RPQS		
		<u>\$15,000 or more but less than \$50,000:</u> <u>Invite 1 or more written quote(s) from the RPQS</u>		
Greater than <u>\$35,000 or more</u> but less than \$15,000	Invite 2 or more written quotes	Invite 1 or more written quote(s) from the RPQS	Invite 1 or more written quote(s) from the RPQS or arrangement	Council Officer or <u>Procurement and Logistics Officer</u>
\$0 to \$3,000 <u>\$3,000.999</u>	Invite 1 verbal quote	Invite 1 verbal quote from the RPQS	Invite 1 verbal quote from the RPQS or arrangement	

*Whilst it is not mandatory to invite more than one written quote, it is recommended where possible

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that officers obtain multiple quotes to ensure value for money in accordance with the sound contracting principles.

5.3 Issue of Council Purchase Order

For all procurement activities (with the exception of goods and/or service procured with a corporate purchase card [and utility expenses outlined in the Payment of Utility Expenses Procedure](#)) an authorised purchase order must be provided to suppliers at the time of request for the goods and/or services. The purchase order should clearly specify the requirements and record an accurately estimated or actual price (where applicable). Suppliers must reference the purchase order number on the respective tax invoice to ensure timely payment.

6 Review Timelines:

This policy will be reviewed when any of the following occur:

- As required by legislation – June ~~2023~~2024;
- The related information is amended or replaced;
- Audit reports relating to Council purchasing and the acquisition of goods and services being undertaken by Council indicate that a review from a legislative compliance or governance perspective is required; or
- Other circumstances as determined from time to time by the Council.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Manager Corporate Services and Technology Services
Policy Quality Control	Legal and Governance



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ANNUAL POLICY REVIEW - PURCHASING POLICY - ACQUISITION OF GOODS AND SERVICES

Draft Purchasing Policy – Acquisition of Goods and Services (Clean)

Meeting Date: 27 June 2023

Attachment No: 2

PURCHASING POLICY – ACQUISITION OF GOODS AND SERVICES

STATUTORY POLICY



1 Scope

This policy applies to Rockhampton Regional Council employees and encompasses all procurement activities throughout all of Council's operations.

2 Purpose

The purpose of this policy is to outline Council's approach to developing and maintaining procurement practices for the acquisition of goods and services which optimise value for money and promote effective supplier relationships.

3 Related Documents

3.1 Primary

Local Government Regulation 2012

3.2 Secondary

Local Government Act 2009

Public Sector Ethics Act 1994

Asset Disposal Policy

Code of Conduct

Conflicts of Interest Policy

Corporate Purchase Card Procedure

Evaluating Quotes, Tenders and Expressions of Interest Procedure

Financial Delegations Policy

Fraud and Corruption Control Policy

Information and Communication Technology – Acquisition and Purchase of Assets, Systems and Services Procedure

Inviting Quotes, Tenders and Expressions of Interest Procedure

Local Preference Policy

Materials Management Policy

Payment of Utility Expenses Procedure

Plant Hire Engagement Procedure

Pre-Qualification of Suppliers Procedure

Privacy Policy

Purchasing Compliance Management Procedure

Selecting the Procurement Method Procedure

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Value for Money Guideline

4 Definitions

To assist in interpretation, the following definitions apply:

Circular Economy	In contrast to a linear economy that has little regard for alternatives to disposal/waste at a product's end of life, circular economy principles consider opportunities to retain and circulate resources in the economy at their highest value for as long as possible.
Council	Rockhampton Regional Council
Employees	Local government employee: a) The Chief Executive Officer; or b) A person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Preferred Supplier Arrangement	A form of standing offer arrangement where a supplier has provided a standing quotation for the goods or services.
Pre-Qualified Supplier	As defined in the <i>Local Government Regulation 2012</i> , a supplier who has been assessed by Council as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.
Purchase Order	The official document, normally generated by Technology One R1, Council's corporate enterprise system, used to authorise and record the purchase of goods or services by Council. It will often be the prime reference confirming the contractual situation between Council and the supplier.
RPQS	Register of Pre-Qualified Suppliers.
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5 Policy Statement

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- c) The development of competitive local business and industry;
- d) Environmental protection; and
- e) Ethical behaviour and fair dealing.

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- (c) Readily available goods, services and support; and
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- (d) The environmental performance of prospective contractors and suppliers, as well their use of emission reduction actions relevant to their products and services;
- (e) Encouraging (and if possible mandating) sustainable solutions and innovation in tenders;
- (f) The environmental impact and performance of a product or service, with consideration of energy/water/fuel efficiency, recycled content, recyclable products, low toxicity levels, product origin and relevant certifications heavily weighted; and
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- (c) Ensuring all written bids and other information submitted by suppliers is kept in a secure location when not in use;
- (d) Utilising open and accountable procurement methods;
- (e) Promoting professional procurement practices;
- (f) Maintaining systems and procedures which ensure a consistent approach to procurement;
- (g) Providing advice to suppliers on how to do business with Council;
- (h) Not engaging in any misleading or deceptive conduct towards suppliers;
- (i) Not making improper use of information relating to suppliers or to Council;
- (j) Not taking personal advantage of an opportunity that properly belongs to Council or a supplier;

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- (k) Not accepting or seeking gifts or other favours from suppliers;
- (l) Not entertaining approaches from suppliers that may be interpreted as attempts to influence the procurement process;
- (m) Not participating in any transaction between Council and any supplier in which they have an undisclosed interest;
- (n) A high regard for inclusive and accessible work environments that promote employment opportunities for people of all backgrounds and abilities, including support for First Nations businesses; and
- (o) Ensuring all purchase decisions consider the rights and wellbeing of people and communities involved in both direct business and supply chains.

5.2 Procurement Financial Thresholds

In accordance with the sound contracting principles and the default contracting procedures in the Regulation, the following procurement financial thresholds have been adopted by Council. The below methods apply where the risks associated with the purchase are assessed as low to medium. Where the risk is assessed as high then the next higher level process is used and careful consideration is given to the terms and conditions governing the transaction.

Estimated Expenditure (excluding GST)	Form Of Procurement			Responsibility
	General Purchasing	Council Trades, Consultancy and Civil Construction RPQS (s232 of the Regulation)	All other Council RPQS, Local Buy or other Government Arrangements (s232, s234 and s235 of the Regulation)	
\$200,000 or more (large sized contract)	Formal tender (s226 and 228 of the Regulation)	Invite 3 or more written quotes from the RPQS or formal tender (determined by Contracts and Tenders team)	Invite 1 or more written quote(s) from the RPQS or arrangement*	Contracts and Tenders team or Logistics Officer
\$15,000 or more but less than \$200,000 (medium sized contract)	Invite 3 or more written quotes (s225 of the Regulation)	\$50,000 or more but less than \$200,000: Invite 3 or more written quotes from the RPQS \$15,000 or more but less than \$50,000: Invite 1 or more written quote(s) from the RPQS		
\$5,000 or more but less than \$15,000	Invite 2 or more written quotes	Invite 1 or more written quote(s) from the RPQS	Invite 1 or more written quote(s) from the RPQS or arrangement	Council Officer or Logistics Officer
\$0 to \$4,999	Invite 1 verbal quote	Invite 1 verbal quote from the RPQS	Invite 1 verbal quote from the RPQS or arrangement	

*Whilst it is not mandatory to invite more than one written quote, it is recommended where possible

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that officers obtain multiple quotes to ensure value for money in accordance with the sound contracting principles.

5.3 Issue of Council Purchase Order

For all procurement activities (with the exception of goods and/or service procured with a corporate purchase card and utility expenses outlined in the Payment of Utility Expenses Procedure) an authorised purchase order must be provided to suppliers at the time of request for the goods and/or services. The purchase order should clearly specify the requirements and record an accurately estimated or actual price (where applicable). Suppliers must reference the purchase order number on the respective tax invoice to ensure timely payment.

6 Review Timelines:

This policy will be reviewed when any of the following occur:

- a) As required by legislation – June 2024;
- b) The related information is amended or replaced;
- c) Audit reports relating to Council purchasing and the acquisition of goods and services being undertaken by Council indicate that a review from a legislative compliance or governance perspective is required; or
- d) Other circumstances as determined from time to time by the Council.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Manager Corporate Services and Technology Services
Policy Quality Control	Legal and Governance



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11.9 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

File No:	12660
Attachments:	1. Instrument of Delegation - Local Government Regulation 2012 <u>↓</u> 2. Delegation Register - Local Government Regulation 2012 <u>↓</u>
Authorising Officer:	Damon Morrison - Manager Workforce and Governance Ross Cheesman - Deputy Chief Executive Officer
Author:	Allysa Brennan - Coordinator Legal and Governance

SUMMARY

This report seeks Council's approval of delegations under the Local Government Regulation 2012 to the position of Chief Executive Officer.

OFFICER'S RECOMMENDATION

THAT:

1. Council resolves as per section 257 of the *Local Government Act 2009* to delegate to the Chief Executive Officer, the exercise of powers contained in schedule 1 of the Instrument of Delegation – *Local Government Regulation 2012* (Attachment 1 of report);
2. These powers must be exercised subject to any limitations contained in schedule 2 of the Instrument of Delegation – *Local Government Regulation 2012* (Attachment 1 of report).

COMMENTARY

The delegations in item 1 of the Officer's Recommendation are recommended due to an anomaly between the proposed 2023/24 Revenue Statement and the *Local Government Regulation 2012 (LGR)* Delegation Register.

Under section 81(2) of the LGR Council must, by resolution, decide the different categories (each rating category) of rateable land in the local government area at the local government's budget meeting. After Council decides the different categories, section 81(4) of the LGR allows the local government to identify the rating category to which each parcel of rateable land in the local government belongs. The proposed 2023/24 Revenue Statement states the CEO has been delegated this power, however this is currently not reflected in the *Local Government Regulation 2012* Delegation Register.

Pursuant to section 77(1) of the LGR, Council fixes the minimum amount of general rates. It is recommended that Section 77(2) of the LGR be delegated to the CEO, this power provides for the identification of parcels of rateable land to which a minimum amount of general rates apply.

Attachment 2 is the current Delegation Register - *Local Government Regulation 2012* which is attached for information purposes.

PREVIOUS DECISIONS

The *Local Government Regulation 2012* Delegation Register was last considered and adopted by Council on 8 December 2020.

BUDGET IMPLICATIONS

Not applicable.

LEGISLATIVE CONTEXT

Section 257 of the *Local Government Act 2009* allows Council to delegate its powers to one or more individuals, including to the CEO. In accordance with section 257(5) of the *Local Government Act 2009* a delegation to the CEO must be reviewed annually by Council.

To further streamline the decision making process, section 259 of the *Local Government Act 2009* allows the CEO to sub-delegate powers (including those delegated by Council) to another Council position where appropriate.

LEGAL IMPLICATIONS

Important legal principles which apply to the delegation proposal set out in this report are:

- Council at all times retains power to revoke the delegation. Accordingly, Council retains ultimate control.
- Council, as delegator, has responsibility to ensure that the relevant power is properly exercised. Council will therefore continue to supervise and oversee the exercise of its powers.
- A delegation of power by Council may be subject to any lawful conditions which Council wishes to impose. The imposition of conditions enables Council to impose checks and balances on its delegations, however, the delegated power cannot be unduly fettered.
- The delegate must exercise a delegated power fairly and impartially, without being influenced by or being subject to the discretion of other individuals.

STAFFING IMPLICATIONS

There will be no impact on staffing numbers or changes to positions.

RISK ASSESSMENT

Without powers being delegated to the CEO and subsequently sub-delegated to relevant positions, Council operations would be impeded significantly as separate resolutions would be required to allow decisions to be made for a vast number of operational activities that are undertaken on a daily basis.

CORPORATE/OPERATIONAL PLAN

Not applicable.

CONCLUSION

This report includes two powers under the *Local Government Regulation 2012* to be delegated from the Council to the CEO.

Once Council has resolved to delegate to the CEO, the exercise of powers contained in schedule 1 of the Instrument of Delegation attached to this report subject to any limitations contained in schedule 2 of the Instrument of Delegation, the sub-delegates will be given specific delegations according to their respective areas of responsibility subject to the same general conditions and, where appropriate, specific limitations.

COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

Instrument of Delegation – Local Government Regulation 2012

Meeting Date: 27 June 2023

Attachment No: 1



INSTRUMENT OF DELEGATION

Local Government Regulation 2012

Under section 257 of the *Local Government Act 2009*, **Rockhampton Regional Council** resolves to delegate the exercise of the power contained in Schedule 1 to the Chief Executive Officer.

The power must be exercised subject to the limitations contained in Schedule 2.

Schedule 1

Local Government Regulation 2012

Entity power given to	Section	Description
CHAPTER 4 – RATES AND CHARGES		
Part 4 – Minimum General Rates		
Local government	77(2)	Power to identify, in any way considered appropriate, parcels of rateable land to which a minimum amount of general rates apply.
Local government	81(4)	Power to identify, in any way considered appropriate, the rating category to which each parcel of rateable land in the local government area belongs.

Schedule 2

Limitations to the Exercise of Power	
1.	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2.	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3.	The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4.	The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5.	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6.	The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER

Delegation Register – Local Government Regulation 2012

Meeting Date: 27 June 2023

Attachment No: 2

Delegations Register – Local Government Regulation 2012 {LOGR}

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 6(6)	Entity Power Given To: Local Government	Chapter 2 – Local Governments Part 1 – Local Government Areas, Names and Representation	Power to make available for inspection at its public office, a copy of the local government's area map.	Delegation to the CEO
Section 14(2)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 1 – Local Laws	Power to give an extract or certified copy of a local law from the local government's register of local laws where the person has paid the applicable fee.	Delegation to the CEO
Section 14(4)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 1 – Local Laws	Power to publish the register of local laws on Council's website.	Delegation to the CEO
Section 18	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 2 – Business Reform, Including Competitive Neutrality Division 1 – Introduction	Power to identify and assess each new significant business activity for possible reform involving full cost pricing, commercialising, or corporatising the activity.	To Remain with Council
Section 41(1)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 2 – Business Reform, Including Competitive Neutrality Division 6 – Water and Sewerage Services	Power, when conducting a relevant business activity, to carry out all functions described in subsections (a), and (c) to (f).	Delegation to the CEO
Section 53	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 2 – Business Reform, Including Competitive Neutrality Division 7 – Competitive Neutrality Complaints Subdivision 2 – Complaint Process	Power to ensure the public can inspect a copy of the report given to Council under section 52.	Delegation to the CEO
Section 55(4)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 2 – Business Reform, Including Competitive Neutrality Division 7 – Competitive Neutrality Complaints Subdivision 2 – Complaint Process	Power to, give notice of the resolution made pursuant to section 55(1) to the entities listed in the subsection (4).	Delegation to the CEO
Section 56(1)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 2 – Business Reform, Including Competitive Neutrality Division 7 – Competitive Neutrality Complaints Subdivision 3 – Miscellaneous Provision	Power to establish a register of business activities to which the competitive neutrality principle applies.	Delegation to the CEO
Section 58(2)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 3 – Roads And Other Infrastructure Division 2 – Malls	Power to in relation to a mall to do any of the following: (a) anything necessary or desirable for developing, managing, maintaining (including cleaning), promoting or using a mall; (b) permit the use of any part of the mall on conditions it considers appropriate; (c) anything incidental to its powers mentioned in (a) or (b).	Delegation to the CEO
Section 59	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 3 – Roads And Other Infrastructure Division 3 – Marine and Aquatic Matters	Power to: (a) construct, maintain, manage and regulate the use of harbours for small vessels in or over tidal waters; (b) construct, maintain, manage and regulate the use of jetties, breakwaters and ramps in or over tidal waters; and (c) to occupy and use foreshore, tidal land or tidal waters to undertake work in exercising those powers.	Delegation to the CEO
Section 63	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 3 – Roads And Other Infrastructure Division 4 – Other Matters	Power to take all necessary steps for: (a) construction on, maintenance of or improvement of the land; and (b) regulation of the use of the land, where the land is subject to a public thoroughfare easement in Council's favour.	Delegation to the CEO
Section 64(3)	Entity Power Given To: Local Government	Chapter 3 – The Business Of Local Governments Part 3 – Roads And Other Infrastructure Division 4 – Other Matters	Power to enter into arrangements necessary to perform the joint responsibility of the local government where a road or other work is to be, or has been, built: (a) along the boundary between two or more local government areas; and (b) partly in each of the areas.	To Remain with Council
Section 77(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 4 – Minimum General Rates	Power to identify, in any way considered appropriate, parcels of rateable land to which a minimum amount of general rates apply.	To Remain with Council

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 81(4)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 5 – Differential General Rates Division 1 – Introduction	Power to identify, in any way considered appropriate, the rating category to which each parcel of rateable land in the local government area belongs. *See Footnotes	To Remain with Council
Section 82(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 5 – Differential General Rates Division 1 – Introduction	Power to decide what rating category the land referred to in subsection (1) should be in. *See Footnotes	To Remain with Council
Section 88(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 5 – Differential General Rates Division 3 – Notice of Categorisation of Land	Power to ensure that each relevant rate notice is accompanied by, or contains, a rating category statement. *See Footnotes	Delegation to the CEO
Section 90(5)(b)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 5 – Differential General Rates Division 4 – Objecting To Rates Category	Power to allow a longer period within which an owner of rateable land must give an objection notice. *See Footnotes	Delegation to the CEO
Section 96(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 6 – Special Rates and Charges	Power, in the circumstances referred to in subsection (1), to pay unspent special rates or charges to the current owners of the land on which the special rates or charges were levied. *See Footnotes	To Remain with Council
Section 97(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 6 – Special Rates and Charges	Power, in the circumstances referred to in subsection (1), to pay unspent special rates or charges (in the proportions stipulated in subsection (3)) to the current owners of the land on which the special rates or charges were levied. *See Footnotes	To Remain with Council
Section 97(2) ¹	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 6 – Special Rates and Charges	Power, in the circumstance referred to in subsection (1), to return paid special rates or charges to the person who paid them.	To Remain with Council
Section 104	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges	Power to levy rates or charges by a rate notice.	To Remain with Council
Section 105	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 1 – Rate Notices	Power to include on a rate notice an amount, other than an amount for rates or charges, payable to Council.	Delegation to the CEO
Section 107(1)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 1 – Rate Notices	Power to determine a period considered appropriate for the issue of a rate notice.	Delegation to the CEO
Section 108	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 1 – Rate Notices	Power to give a rate notice and, if required, a rating category statement, electronically.	Delegation to the CEO
Section 110	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 2 – Adjusting Rates or Charges	Power, where land becomes, or stops being, rateable land, to adjust the rates so that the rates are calculated only on the period when the land was rateable land.	Delegation to the CEO
Section 111	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 2 – Adjusting Rates or Charges	Power, if the value of the land changes under the Land Valuation Act, to adjust the rates so that the rates are calculated on the new value of the land for the period that starts on the day the change takes effect.	Delegation to the CEO
Section 112	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 2 – Adjusting Rates or Charges	Power, if the land is given a rating category, including a change of rating category, to adjust the general rates so that the rates are calculated on the new or changed rating category for the period that starts on the day the land was given the new or changed rating category.	Delegation to the CEO
Section 113	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 2 – Adjusting Rates or Charges	Power, if the land becomes, or stops being, land on which the local government may levy special rates or charges, to adjust the rates or charges so that the rates or charges are calculated on the period when the land was land on which the local government could levy special rates or charges.	Delegation to the CEO
Section 114	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 2 – Adjusting Rates or Charges	Power, in the circumstance of subsection (1) to adjust the rates or charges so that the rates or charges are calculated only for the period when the person was entitled to occupy the land.	Delegation to the CEO
Section 115	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 2 – Adjusting Rates or Charges	Power, where rates or charges are paid before they are adjusted, to refund the overpaid amount of rates or charges, or recover the amount of rates or charges owing.	Delegation to the CEO
Section 117	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 9 – Levying and Adjusting Rates and Charges Division 3 – Other Matters About Levying Rates or Charges	Power to levy rates or charges, or adjust a rates or charges levy in a financial year, even though the resolution for making the rates or charges was made for a previous financial year.	Delegation to the CEO
Section 122(3)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 10 – Concessions	Power to accept an application from a ratepayer made under subsection (1)(a).	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 122(4)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 10 – Concessions	Power to be satisfied that a ratepayer is eligible for a concession granted pursuant to a resolution made under subsection (1)(b).	Delegation to the CEO
Section 123	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 10 – Concessions	Power, in the relevant circumstances of section 123, to grant a rebate of rates or charges for land occupied by pensioners.	Delegation to the CEO
Section 124(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 10 – Concessions	Power, in the circumstances referred to in subsection (1), to refund the amount of the rebated rates or charges to the ratepayer.	Delegation to the CEO
Section 130(10)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 11 – Paying Rates And Charges	Power to still allow a discount where satisfied that the ratepayer has been prevented, by circumstances beyond their control, from paying the rates or charges in time to get the discount.	Delegation to the CEO
Section 131	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 11 – Paying Rates And Charges	Power to give a benefit that is not a discount as an inducement for payment of rates or charges before the due date for payment.	To Remain with Council
Section 133(1)(a)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 1 – General Provisions	Power, for interest on overdue rates or charges, to decide a later day from which interest is payable.	To Remain with Council
Section 133(2)(b)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 1 – General Provisions	Power, for interest on overdue rates or charges, to decide another way to calculate interest, if an equal or lower amount will be payable.	To Remain with Council
Section 133(3)(a)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 1 – General Provisions	Power, for interest on overdue rates or charges, to, for a day before 1 July 2019, decide the rate of interest payable.	To Remain with Council
Section 134	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 2 – Court Proceedings for Overdue Rates And Charges	Power to recover overdue rates or charges by bringing court proceedings for a debt.	Delegation to the CEO
Section 138(3)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to give the State or government entity that has the interest in the land under the State encumbrance a notice of the Council's intention to sell the land, before the local government sells the land.	Delegation to the CEO
Section 140(3)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power where Council has by resolution decided to sell the land, to give all interested parties a notice of intention to sell the land.	Delegation to the CEO
Section 141(3)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to end sale procedures at the earliest of the following: (a) Council has been paid the amount of the overdue rates or charges, and all expenses that Council has incurred in attempting to sell the land, or (b) the land has been sold; or (c) 1 year after the notice of intention to sell was given to the registered owner.	Delegation to the CEO
Section 141(4)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power, in circumstances where Council has ended sale procedures, to decide to sell the land again under section 140(2).	Delegation to the CEO
Section 142	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to carry out the procedures to sell land for overdue rates or charges.	Delegation to the CEO
Section 143(1)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to set a reserve price at the auction of the land for overdue rates and charges in accordance with section 143(1).	Delegation to the CEO
Section 143(2) and (3)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power, if the reserve price for the land is not reached at the auction, to enter into negotiations with any bidder who attended the auction to sell the land by agreement (for a price not less than the reserve price).	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 144(1)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power, after the day of the auction, to decide to continue to offer the land for sale by another auction, or sale by negotiation.	Delegation to the CEO
Section 144(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to end any negotiations entered into under section 143(2) when a decision is made under section 144(1).	Delegation to the CEO
Section 144(4)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to prepare a sales notice if Council decides to offer the land for sale by negotiation under section 144.	Delegation to the CEO
Section 144(5)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to: (a) give a copy of the sales notice to each interested party who was given a notice of intention to sell the land; and (b) publish the sales notice on Council's website; and (c) display the sales notice in a conspicuous place in Council's public office; and (d) display the sales notice in a conspicuous place on the land unless it is not reasonably practicable to do so because the land is in a remote location or difficult to access; and (e) take all reasonable steps to publish the sales notice in another way to notify the public about the sale of the land.	Delegation to the CEO
Section 144(6)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power, if the land is a building unit and it is not practicable to display the sales notice in a conspicuous place on the land, to display the notice in a conspicuous part of the common property for the building units.	Delegation to the CEO
Section 144(7)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to ensure that the price for land offered for sale by negotiation is at least – (a) the market value of the land; or (b) the higher of the following – (i) the amount of the overdue rates or charges on the land; (ii) the value of the land.	Delegation to the CEO
Section 145(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power, in the circumstances set out in subsection (1), to give the registrar of titles an appropriate form.	Delegation to the CEO
Section 146	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 2 – Selling Land For Overdue Rates Or Charges	Power to use the proceeds of sale of the land for the purposes and in the order specified.	Delegation to the CEO
Section 149(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 3 – Acquiring Land For Overdue Rates Or Charges	Power, where Council has by resolution decided to acquire the land for overdue rates or charges, to give all interested parties a notice of intention to acquire the land.	Delegation to the CEO
Section 150(2)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 3 – Acquiring Land For Overdue Rates Or Charges	Power, in the circumstances set out in subsection (1), to start the procedures to acquire land for overdue rates or charges.	To Remain with Council
Section 150(3)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 3 – Acquiring Land For Overdue Rates Or Charges	Power, where Council has been paid the amount of the overdue rates or charges, and all expenses that Council has incurred in attempting to acquire the land, to end the procedures for acquiring the land.	Delegation to the CEO
Section 151	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 12 – Overdue Rates And Charges Division 3 – Selling Or Acquiring Land For Overdue Rates Or Charges Subdivision 3 – Acquiring Land For Overdue Rates Or Charges	Power to carry out the procedures to acquire land for overdue rates or charges.	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 154(1)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 13 – Land Record of Local Government Division 1 – Land Record	Power to keep a land record.	Delegation to the CEO
Section 154(2)(e)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 13 – Land Record of Local Government Division 1 – Land Record	Power to include in a land record any other information considered appropriate.	Delegation to the CEO
Section 155(4)	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 13 – Land Record of Local Government Division 1 – Land Record	Power to provide access to or give copies of the land record kept by Council (including parts of the land record).	Delegation to the CEO
Section 162	Entity Power Given To: Local Government	Chapter 4 – Rates And Charges Part 13 – Land Record of Local Government Division 3 – Change in Ownership of Land	Power to record the details of the new owner in the land record.	Delegation to the CEO
Section 164	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 1 – General Matters About Financial Management Systems	Power to keep a written record, in the way required by subsection (2), which states the matters identified in subsection (1).	Delegation to the CEO
Section 165(4)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 2 – Financial Planning Documents Division 1 – 5-year Corporate Plan	Power to discharge Council's responsibilities in a way that is consistent with the adopted 5-year corporate plan.	Delegation to the CEO
Section 173(1)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 2 – Financial Planning Documents Division 3 – Annual Budget	Power to spend money in a financial year before the budget is adopted if Council provides for that spending in the budget for the financial year. <i>*See Footnotes</i>	Delegation to the CEO
Section 173A(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 2 – Financial Planning Documents Division 3A - Amendment of Annual Budget for Extraordinary Decisions	Power to amend Council's annual budget for the 2020-2021 financial year to take account of an extraordinary decision.	To Remain with Council
Section 174(5)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 2 – Financial Planning Documents Division 4 – Annual Operational Plan	Power to discharge Council's responsibilities in a way that is consistent with the adopted annual operational plan.	Delegation to the CEO
Section 175(3)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 2 – Financial Planning Documents Division 4 – Annual Operational Plan	Power to omit information from the copies of the annual performance plan (which is part of the annual operational plan) made available to the public if subsections (3)(a) and (b) are satisfied.	Delegation to the CEO
Section 182(4)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 3 – Financial Accountability Documents Division 3 – Annual Report	Power to publish Council's annual report on Council's website.	Delegation to the CEO
Section 194	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 5 – Community Grants	Power to give a grant to a community organisation in the public interest; and consistent with the local government's community grants policy.	Delegation to the CEO
Section 196(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 6 – Spending	Power to spend money on entertainment or hospitality consistent with the local government's Entertainment and Hospitality Policy.	Delegation to the CEO
Section 197(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 6 – Spending	Power to spend money on advertising to provide information or education that is in the public interest and consistent with the local government's Advertising Spending Policy. <i>*See Footnotes</i>	Delegation to the CEO
Section 199(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 7 – Public Access to Particular Documents	Power to allow the public to inspect and purchase copies of the documents referred to in subsection (1).	Delegation to the CEO
Section 200	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 8 – Local Government Funds And Accounts Division 1 – Trust Fund	Power to: 1. establish a trust fund; 2. deposit trust money in a financial institution account; and 3. reconcile the assets of the trust fund with the liabilities of the trust fund at least monthly.	Delegation to the CEO
Section 201	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 8 – Local Government Funds And Accounts Division 1 – Trust Fund	Power to transfer money to or from a trust fund in accordance with section 201.	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 201B(4)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 8 – Local Government Funds And Accounts Division 2 – Discretionary Funds	Power to make publicly available an availability notice.	Delegation to the CEO
Section 202A(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 8 – Local Government Funds And Accounts Division 2 – Discretionary Funds	Power to publish a notice given under subsection 202A(1) on Council's website.	Delegation to the CEO
Section 203	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 9 – Accounting Records	Power to establish separate accounting records for Council's: (a) operations; and (b) its trust fund.	Delegation to the CEO
Section 204	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 9 – Accounting Records	Power to prepare a financial report.	Delegation to the CEO
Section 207	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 1 – Internal Audit Function Subdivision 1 – Internal Auditing and Reporting	Power to: (a) prepare an internal audit plan; (b) carry out an internal audit; (c) prepare a progress report for the internal audit; (d) assess compliance with the internal audit plan; and (e) give the documents referred to in subsection (3) to the audit committee.	Delegation to the CEO
Section 210(1)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 1 – Internal Audit Function Subdivision 2 – Audit Committee	Power to appoint the members of the audit committee.	To Remain with Council
Section 210(3)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 1 – Internal Audit Function Subdivision 2 – Audit Committee	Power to appoint one of the members of the audit committee as chairperson.	Delegation to the CEO
Section 212	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 2 – External Auditing	Power to give the financial statements referred to in subsections (1) and (2) to the auditor-general.	Delegation to the CEO
Section 213A(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 3 – Controlled Entities	Power, in the circumstances set out in subsection (1), to give the Minister a notice and any documents about a controlled entity that Council considers to be relevant to a notifiable event.	Delegation to the CEO
Section 213A(3)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 3 – Controlled Entities	Power, if a governing document of a Council controlled entity changes, to give the Minister a notice stating details of the change and a copy of the governing document as amended.	Delegation to the CEO
Section 213B(2)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 3 – Controlled Entities	Power, in the circumstances set out in subsection (1), to obtain a copy of the audited financial statements of the controlled entity.	Delegation to the CEO
Section 213B(4)	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 11 – Auditing Division 3 – Controlled Entities	Power to ensure that a copy or a link to a copy of the controlled entity's audited financial statements is published on Council's website.	Delegation to the CEO
Section 215	Entity Power Given To: Local Government	Chapter 5 – Financial Planning And Accountability Part 12 – Other Matters	Power to give the department's chief executive a notice stating that Council has paid notional GST for the previous financial year.	Delegation to the CEO
Section 218(2)(b)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 2 – Strategic Contracting Procedures	Power to give the public notice of a proposed resolution to apply Chapter 6, part 2 to its contracts.	Delegation to the CEO
Section 220(8)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 2 – Strategic Contracting Procedures	Power to allow the public to inspect and buy copies of the contracting plan that has been adopted.	Delegation to the CEO
Section 224(7)(b)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to set the value limit for valuable non current assets other than land.	To Remain with Council
Section 225	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to enter a medium sized contractual arrangement after first inviting written quotes for the contract. *See Footnotes	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 225(1)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to invite written quotes for a medium sized contractual arrangement. *See Footnotes	Delegation to the CEO
Section 225(3) and (4)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to decide to accept a quote or to decide not to accept any of the quotes it receives for a medium sized contractual arrangement. *See Footnotes	Delegation to the CEO
Section 226	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to enter a large sized contractual arrangement after first inviting written tenders for the contract. *See Footnotes	Delegation to the CEO
Section 226(1)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to invite written tenders for a large size contractual arrangement. *See Footnotes	Delegation to the CEO
Section 227	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to enter a valuable non-current asset contract after first inviting written tenders for the contract or offering the non-current asset for sale by auction.	Delegation to the CEO
Section 227(1)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to invite written tenders for a valuable non current asset contract or to offer a non current asset for sale by auction.	Delegation to the CEO
Section 228(2)(b)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to invite expressions of interest pursuant to section 228. *See Limitations to the Exercise of Power (number 7)	Delegation to the CEO
Section 228(6)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to take all reasonable steps to publish an invitation for tenders or expressions of interest in another way to notify the public about the tender process.	Delegation to the CEO
Section 228(7)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to prepare a shortlist of people from the persons who responded to the invitation for expressions of interest and to invite written tenders from those persons.	Delegation to the CEO
Section 228(8)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to invite all persons who submitted a tender to change their tender to take account of a change in the tender specifications.	Delegation to the CEO
Section 228(9) and (10)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 2 – Entering Into Particular Contracts	Power to decide to accept a tender or not to accept any tenders it receives. *See Footnotes	Delegation to the CEO
Section 230(1)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter into a medium sized contractual arrangement or large sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution. *See Footnotes	Delegation to the CEO
Section 231(2)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter into a medium sized contractual arrangement or large sized contractual arrangement for services with a person on an approved contractor list. *See Footnotes	Delegation to the CEO
Section 231(4)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to put together an approved contractor list in accordance with section 231(4).	Delegation to the CEO
Section 232(2)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter into a contract for a medium sized contractual arrangement or large sized contractual arrangement for the supply of goods or services with a supplier from a register of pre qualified suppliers. *See Footnotes	Delegation to the CEO
Section 232(3)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to establish a register of pre qualified suppliers of particular goods or services.	Delegation to the CEO
Section 232(4)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to invite suppliers to tender to be on a register of pre-qualified suppliers.	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 232(6)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to take all reasonable steps to publish an invitation to tender in another way to notify the public about establishing the register of pre-qualified suppliers.	Delegation to the CEO
Section 233(2)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter into a medium sized contractual arrangement or large sized contractual arrangement for goods or services with a preferred supplier under a preferred supplier arrangement. <i>*See Footnotes</i>	Delegation to the CEO
Section 233(2) ¹	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter a preferred supplier arrangement. <i>*See Footnotes</i>	Delegation to the CEO
Section 233(5)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to take all reasonable steps to publish an invitation to tender in another way to notify the public about the tender process.	Delegation to the CEO
Section 234(1)	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter into a contract for goods and services under an LGA arrangement. <i>*See Footnotes</i>	Delegation to the CEO
Section 235	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 3 – Exceptions For Medium-Sized And Large-Sized Contractual Arrangements	Power to enter into a medium sized contractual arrangement or large sized contractual arrangement in circumstances specified in section 235. <i>*See Footnotes</i>	Delegation to the CEO
Section 236	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 3 – Default Contracting Procedures Division 4 – Exceptions For Valuable Non-Current Asset Contracts	Power to dispose of a valuable non current asset other than by tender or auction in circumstances specified in section 236. <i>*See Footnotes</i>	Delegation to the CEO
Section 237	Entity Power Given To: Local Government	Chapter 6 – Contracting Part 4 – Publishing Details of Particular Contractual Arrangements	Power to publish and display relevant details of a contractual arrangement worth \$200,000.00 or more (exclusive of GST).	Delegation to the CEO
Section 247(1)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 1 – Councillors Division 1 – Councillor Remuneration	Power to pay remuneration to each councillor.	To Remain with Council
Section 248(2)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 1 – Councillors Division 1 – Councillor Remuneration	Power, in the circumstance identified in subsection (1), to make a submission to the remuneration commission for approval to pay a Councillor an amount of remuneration of more than the maximum amount.	To Remain with Council
Section 251	Entity Power Given To: Local Government	Chapter 8 – Administration Part 1 – Councillors Division 2 – Reimbursement of Expenses and Provision of Facilities	Power to make the adopted expenses reimbursement policy available for inspection and purchase by the public and to publish that policy on Council's website.	To Remain with Council
Section 254B(1) and (2)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to publish a notice of the days and times when ordinary meetings will be held on Council's website and in other ways considered appropriate (Council and standing committee meetings).	Delegation to the CEO
Section 254B(3)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to display in a conspicuous place in Council's public office a notice of the days and times when meetings will be held (Council and committee meetings).	Delegation to the CEO
Section 254B(4)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to notify of any change to the days and times of meetings mentioned in section 254B(1) and (3) in the same way as the meetings were previously notified.	Delegation to the CEO
Section 254C(1) and (2)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to give notice of each meeting or adjourned meeting to each councillor or committee member in accordance with section 254C(1) and (2).	Delegation to the CEO
Section 254D(1)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to make the agenda for a Council or committee meeting publicly available in accordance with section 254D(1).	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Section 254D(2)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to make a related report for a Council or committee meeting publicly available in accordance with section 254D(2).	Delegation to the CEO
Section 254F(6)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to make a copy of the minutes of each Council or committee meeting publicly available in accordance with section 254F(6).	Delegation to the CEO
Section 254F(7)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to make a copy of the confirmed minutes publically available, and available for purchase at Council's public office in accordance with section 254F(7).	Delegation to the CEO
Section 254K	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1A – Requirements for Local Government Meetings Generally	Power to allow a person to take part in a meeting (Council and committee meetings) by audio link or audio visual link.	Delegation to the CEO
Section 262	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 1 – Local Government Meetings	Power to give written notice of the intention to propose the repeal or amendment of a resolution.	Delegation to the CEO
Section 277D(2)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 2 – Local Government Meetings and Committees Division 4 – Additional Provisions for Local Government and Committee Meetings	Power, in the circumstances set out in subsection 277D(1), to ensure the meeting is available for real-time viewing or listening by the public at 1 of the local government's public offices or on the local government's website.	Delegation to the CEO
Section 287(1)	Entity Power Given To: Former Employer	Chapter 8 – Administration Part 3 – Local Government Employees Division 2 – Portability of Long Service Leave	Power, as a former employer, to pay the new employer an amount for the number days of long service leave that the person is entitled to take because of the person's period of employment with the former employer.	Delegation to the CEO
Section 287(3)	Entity Power Given To: Former Employer	Chapter 8 – Administration Part 3 – Local Government Employees Division 2 – Portability of Long Service Leave	Power, as a former employer, to provide the new employer with the information specified in subsection (3).	Delegation to the CEO
Section 295(1), (2) and (3)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 5 – Register of Interests	Power to make a copy of the register of interests of each councillor available for inspection by the public at Council's public office and an extract of the register available on its website.	Delegation to the CEO
Section 295(4)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 5 – Register of Interests	Power where a register of interests for a councillor changes, to amend the copy and the extract to reflect the changes.	Delegation to the CEO
Section 296A(2)	Entity Power Given To: Local Government	Chapter 8 – Administration Part 5 – Register of Interests	Power to ensure a register of interests kept under section 296A(1)(a) is available for inspection by the public at Council's public office for the period Council must keep the register.	Delegation to the CEO
Section 306(4)	Entity Power Given To: Local Government	Chapter 9 – Other Provisions Part 4 – Process for Resolving Administrative Action Complaints	Power to do all things specified in subsection (4) in relation to Council's complaints management process and administrative action complaints.	Delegation to the CEO
Section 307A(2)	Entity Power Given To: CEO	Chapter 9 – Other Provisions Part 5 – Other Provisions	Power, where the circumstances in subsection (1) apply, to keep a written record of the loss of an asset belonging to the local government.	Delegation to the CEO
Section 307A(3)	Entity Power Given To: CEO	Chapter 9 – Other Provisions Part 6 – Loss of Local Government Asset	Power where satisfied that a material loss is also a reportable loss, to notify the relevant entities listed in subsection (3) of the loss.	Delegation to the CEO
Section 364(1)	Entity Power Given To: Local Government	Chapter 20 Transitional provisions for Local Government Legislation Amendment Regulation (No. 1) 2020	Power to ensure that an extract of the register of interests for each councillor is made available for inspection under section 295 within 35 days after the commencement.	Delegation to the CEO
Schedule 4 Section 5	Entity Power Given To: Local Government	Schedule 4 Pricing Provisions	Power to make a reasonable allocation of its administrative and overhead costs to each relevant activity, having regard to all of a local government's relevant activities.	Delegation to the CEO
Schedule 4 Section 6	Entity Power Given To: Local Government	Schedule 4 Pricing Provisions	Power to ensure the terms on which the cost of resources is based are similar to the terms on which they are made available in conducting the relevant entity.	Delegation to the CEO
Schedule 4 Section 7	Entity Power Given To: Local Government	Schedule 4 Pricing Provisions	Power to decide an amount for depreciation of an asset used in conducting a relevant activity that is appropriate in the circumstances.	Delegation to the CEO
Schedule 4 Section 8	Entity Power Given To: Local Government	Schedule 4 Pricing Provisions	Power to work out tax equivalents for Commonwealth or State taxes Council is not liable to pay as a local government and keep details of the calculations.	Delegation to the CEO

Section of LOGR	Entity Power Given To	Title	Description	Recommendations
Schedule 4 Section 9	Entity Power Given To: Local Government	Schedule 4 Pricing Provisions	Power to take account of amounts equivalent to the cost of funds advantage obtained over commercial interest rates because of a State guarantee.	Delegation to the CEO
Schedule 4 Section 10	Entity Power Given To: Local Government	Schedule 4 Pricing Provisions	Power to decide the amount for the return on the capital used by a local government in conducting a relevant activity.	Delegation to the CEO

Schedule 2**Limitations to the Exercise of Power**

1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.
7	Section 228(2)(b) - The local government: (a) decides, by resolution, that it would be in the public interest to invite expressions of interest before inviting written tenders; and (b) records its reasons for making the resolution in the minutes of the meeting at which the resolution was made.

Footnotes

Sections 81(4), 82(2), 88(2) and 90(5)(b)	This section is only required where Council is levying differential general rates.
Sections 96(2) and 97(2)	This section is only required where Council is levying special rates or charges.
Subsections 235(a) and 235(b)	It is a legislative precondition to the exercise of the power that Council first pass the resolution referred to in the respective subsection.
Subsections 236(1)(a) to 236(1)(e)	It is a legislative precondition to the exercise of the power that Council first pass the resolution referred to in subsection 236(2).

11.10 SUMMARY BUDGET MANAGEMENT REPORT FOR PERIOD ENDED 31 MAY 2023

File No: 8148

Attachments: 1. [Income Statement - May 2023](#)
2. [Key Indicator Graphs - May 2023](#)

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Marnie Taylor - Chief Financial Officer

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2023.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2023 be received.

COMMENTARY

The attached financial report and graphs have been compiled from information within Council's TechnologyOne system. The reports presented are as follows:

1. Income Statement (Actuals and Budget for the period 1 July 2022 to 31 May 2023), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after eleven months of the 2022/23 financial year. Results should be approximately 91.7% of budget.

The following commentary is provided in relation to the Income Statement:

Total Operating Revenue is at 96% of the monthly budget review. Key components of this result are:

- Net Rates and Utility Charges are at 96% of budget. Council's rates and utility charges for the second six months of the financial year ending 30 June 2023 have been raised and were due on 8 March 2023.
- Private and recoverable works are at 86% of budget. This is mostly due to the timing of the works to be performed and invoiced.
- Rent and lease revenue is ahead of budget at 100% with Airport and Property & Insurance sections generally ahead on all areas of rental income.
- Grants and subsidies are ahead of budget at 102% due to the receipt of State Government grant for \$2.3M for reimbursement of water catering costs to Mt Morgan. A budget for this grant has not been included in budget reviews to date.
- Other Income is ahead of budget at 107% due to receipt of advance payments for contract works and improving revenue from increased Airport activity.
- All other revenue items are in proximity to budget.

Total Operating Expenditure is at 89% of the monthly budget review. Key components of this result are:

- Employee costs are below budget at 87%, which is partly due to transactions for employee benefits only being completed at end of financial year. There is also currently a number of vacant positions across Council's operations, which has resulted in reductions in costs in some sections.
- Contractors and consultants are at 89%. Professional consultancies and other contractors are below budget due to the timing of works planned during the year. It is expected that as the year progresses these works will be completed and paid.
- Materials and Plant expenses are at 99% due to increases in fuel costs and external plant costs across Civil Operations and Fitzroy River Water projects.

- Asset operational expenses are at 86% due to the timing of payments for services such as electricity.
- Administrative expenses are at 77% as the estimated timing of expenditure for the majority of this account group is later in the financial year for events managed by Community and Culture Unit and Advance Rockhampton.
- All other expenditure items are in proximity to budget.

The following commentary is provided in relation to capital income and expenditure, as well as investments and loans:

Total Capital Income is at 44% of the monthly budget review. The majority of capital revenue budgeted to be received in 2022/23 is from grants and subsidies tied to performance obligations. As capital works progress through the year and meet performance milestones, grants will be claimed. With expenditure budgets for some projects to be carried forward to next financial year, the related grant revenue will also be carried forward.

Total Capital Expenditure is at 65% of the monthly budget review. The budget review undertaken during May will carry forward the budget for some projects into next financial year.

Total Investments are \$88.8M at 31 May 2023.

Total Loans are \$135.3M at 31 May 2023.

CONCLUSION

After eleven months of the 2022/2023 financial year, operational income and expenses are mostly in line with expectations.

The capital program saw \$11.5M spent during May and overall, a total of \$102.8M has been expended to the end of May. The timing for delivery of a number of projects will continue into next financial year.

SUMMARY BUDGET MANAGEMENT REPORT FOR PERIOD ENDED 31 MAY 2023

Income Statement - May 2023

Meeting Date: 27 June 2023

Attachment No: 1



Income Statement
For Period July 2022 to May 2023
91.7% of Year Gone

	Adopted Budget	Monthly Budget Review	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Monthly Budget Review
	\$	\$	\$	\$	\$	
OPERATING						
Revenues						
Net rates and utility charges	(174,337,236)	(172,337,236)	(165,912,002)	0	(165,912,002)	96%
Fees and Charges	(32,822,227)	(32,351,224)	(30,299,165)	0	(30,299,165)	94%
Private and recoverable works	(6,483,251)	(6,483,251)	(5,545,844)	0	(5,545,844)	86%
Rent/Lease Revenue	(3,415,046)	(3,404,536)	(3,410,521)	0	(3,410,521)	100%
Grants Subsidies & Contributions	(7,264,926)	(9,610,931)	(9,831,817)	0	(9,831,817)	102%
Interest revenue	(2,484,000)	(3,581,000)	(3,510,683)	0	(3,510,683)	98%
Other Income	(7,049,627)	(5,888,990)	(6,296,723)	0	(6,296,723)	107%
Total Revenues	(233,856,313)	(233,657,168)	(224,806,756)	0	(224,806,756)	96%
Expenses						
Employee Costs	91,570,444	92,038,788	80,452,781	294,125	80,746,905	87%
Contractors & Consultants	23,779,130	25,788,582	22,929,882	9,004,493	31,934,375	89%
Materials & Plant	19,169,823	18,979,257	18,775,901	3,191,907	21,967,808	99%
Asset Operational	29,103,480	27,068,482	23,201,098	2,743,892	25,944,990	86%
Administrative expenses	15,548,412	15,820,544	12,190,307	1,474,171	13,664,478	77%
Depreciation	60,358,856	63,354,456	58,131,458	0	58,131,458	92%
Finance costs	4,688,250	4,688,250	4,316,561	0	4,316,561	92%
Other Expenses	1,171,865	1,190,365	1,099,246	28,945	1,128,190	92%
Total Expenses	245,390,260	248,928,724	221,097,234	16,737,532	237,834,766	89%
Transfer / Overhead Allocation						
Transfer / Overhead Allocation	(7,895,456)	(8,130,456)	(8,045,194)	0	(8,045,194)	99%
Total Transfer / Overhead Allocation	(7,895,456)	(8,130,456)	(8,045,194)	0	(8,045,194)	99%
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	3,638,491	7,141,100	(11,754,716)	16,737,532	4,982,816	-165%
CAPITAL						
	Carry Over Budget	Monthly Budget Review	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Monthly Budget Review
Total Developers Contributions Received	(5,763,000)	(5,763,000)	(2,251,826)	0	(2,251,826)	39%
Total Capital Grants and Subsidies Received	(57,796,166)	(56,880,261)	(27,448,893)	0	(27,448,893)	48%
Total Proceeds from Sale of Assets	(7,086,814)	(7,086,814)	(846,221)	0	(846,221)	12%
Total Capital Income	(70,645,980)	(69,730,075)	(30,546,940)	0	(30,546,940)	44%
Total Capital Expenditure	199,084,421	157,263,325	102,808,769	72,810,019	175,618,788	65%
Net Capital Position	128,438,441	87,533,250	72,261,829	72,810,019	145,071,848	83%
TOTAL INVESTMENTS			88,758,016			
TOTAL BORROWINGS			135,300,412			

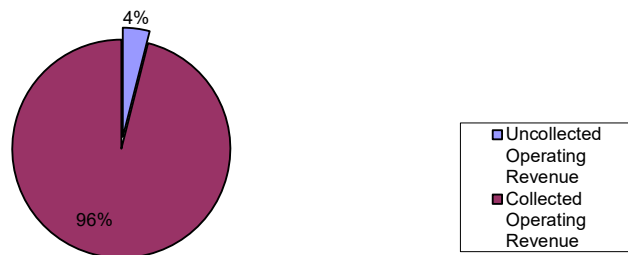
SUMMARY BUDGET MANAGEMENT REPORT FOR PERIOD ENDED 31 MAY 2023

Key Indicator Graphs - May 2023

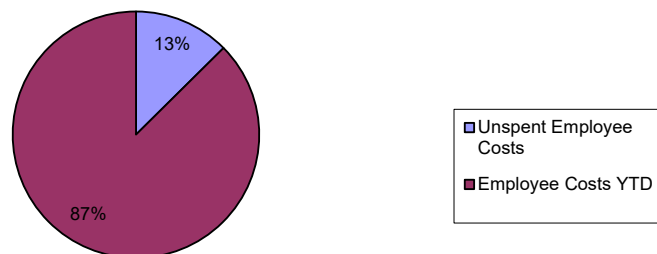
Meeting Date: 27 June 2023

Attachment No: 2

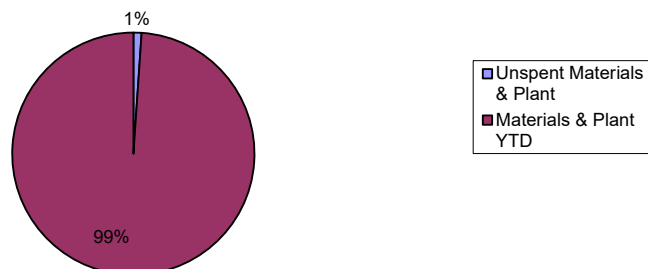
Operating Revenue
(Excluding Net Rates and Utility Charges)
(91.7% of Year Gone)

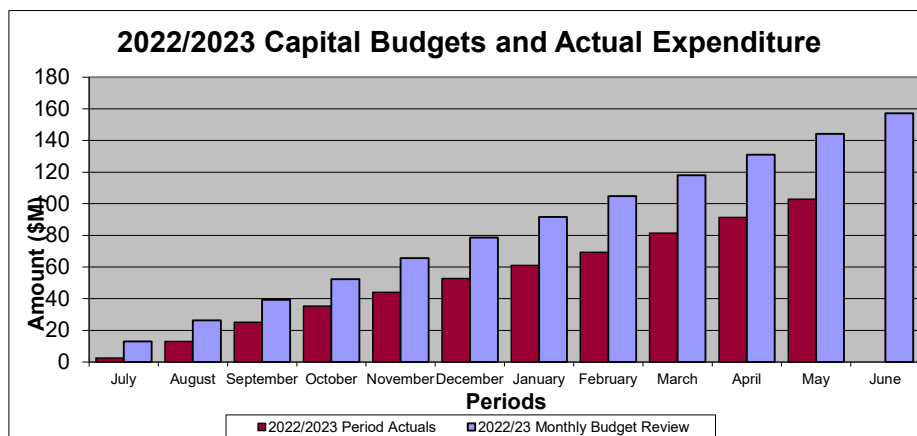
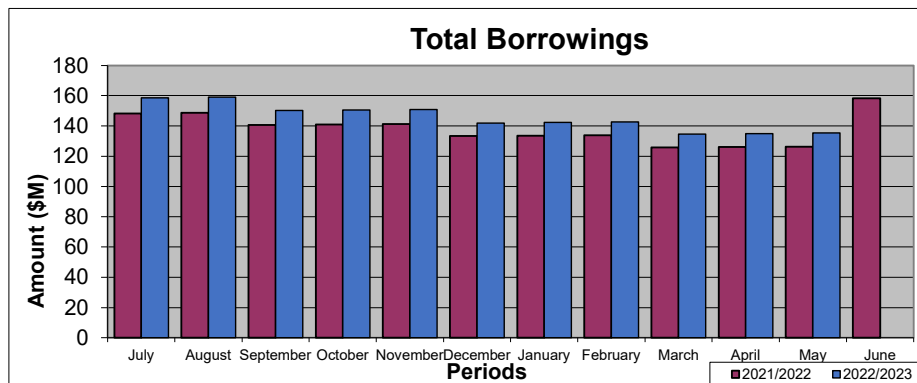
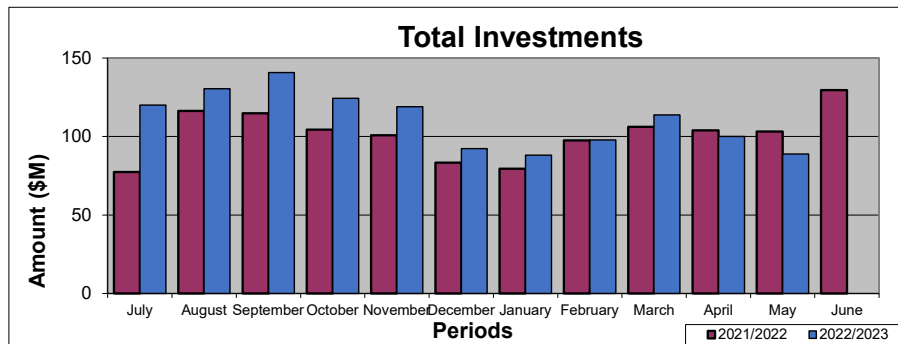


Operating Employee Costs
(91.7% of Year Gone)



Operating Materials & Plant
(91.7% of Year Gone)





11.11 MAY MONTHLY BUDGET REVIEW

File No: 8785
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

Chief Financial officer presenting updated budget estimates to 31 May 2023.

OFFICER'S RECOMMENDATION

THAT the report be received and the budget estimate changes be endorsed.

COMMENTARY

The Monthly Budget Review to 31 May 2023 provides updated budget estimates for the 2022/2023 financial year.

The May Monthly Budget Review comprises some material changes to the Operating Budget. In addition, some revised budget estimates have been made at "Whole of Council" level rather than for each individual Section or Unit.

The Capital Budget review is mainly comprised of budget reallocations between projects.

Operational Budget Estimate Changes

The major operational budget movements are:

- Decrease in Rates & Utility Charges - \$2M due to reduced water consumption
- Decrease in Fees & Charges revenue
 - Airport – a decrease of \$330k which is offset by an increase in RASI Grant by the same amount
- Increase in Grant Revenue
 - Financial Assistance Grant (FAG) - \$2.8M due to advance payment of 100% of 2023/2024 funding allocation
 - Airport Screening - \$330k which offsets the reduction of Fees & Charges revenue
 - Water Carting - \$5.9M Grant provided by the State Government
- Increase in Interest Revenue - \$200k
- Net Increase in Private & Recoverable Works Revenue - \$12k
- Contractors & Consultants
 - Facilities – an increase of \$90k which comprises of:
 - \$40k for structural assessment of Pilbeam Theatre after the receipt of the roof condition report
 - \$50k for Southside Pool contract works, audit and testing
- Whole of Council improvements to budget bottom-line that amounts to \$1.94M were recorded under Resourcing and includes:
 - Contractors & Consultants – a decrease of \$1M
 - Materials & Plan – an increase of \$1M
 - Administrative Expenses – a decrease of \$1M

- Overhead Allocations – an increase of \$420k

Total Operational Budget changes result in the net operating deficit for 2022/2023 decreasing by \$6.81M (from \$7.14M to \$332k).

Capital Budget Estimate Changes

The Capital Budget has been updated to reflect budget reallocations between projects and the timing of some projects across the current and next two financial years.

Capital Revenue budgets across the current and next two financial years have increased by \$41.56M, whilst Capital Expenditure budgets have increased by \$39.82M. Therefore, the net budget impact across the three financial years from the January Monthly Budget Review is an improvement of \$1.74M.

A listing by Section of the Capital Budget changes is following for information. The major movements from the January Monthly Budget Review are:

Advance Rockhampton

Regional Development & Events expenditure has recorded a decrease of \$338k based on reduction in capital allocation for Regional Signage and Rockynats events.

Corporate Services

Fleet Services expenditure budget changes comprised of budget reallocations between projects with a nominal increase of \$450k over the three years.

Communications & Information Technology expenditure was decreased by \$1.85M based on reduction in forecast of software upgrade-based projects.

Airport expenditure budget has increased by \$1.49M, major changes include \$575k towards baggage system upgrades and the Taxiway Rhinophalt \$495k.

Regional Services

Civil Operations

Civil Operations' revenue budget was increased by \$15.25M based on the inclusion of grant funding for a number of new and existing projects. The expenditure budget has increased by \$5.52M due to the inclusion of project costs related to the grant funding and some minor adjustments over the three years. This resulted in an improvement of the net budget by \$9.46M. A complete review of Civil Operations was undertaken to analyse the project cost, resourcing and viability resulting in allocations revised based on the same.

Infrastructure Planning

Infrastructure Planning's expenditure budget has increased by \$206k and the changes comprised of budget reallocations between projects as well as the purchase of a \$225k backup generator for Disaster Management.

Waste & Recycling Services

Waste & Recycling Services' expenditure budget changes comprise of budget reallocations between projects as well as an increase in the forecast by \$7.62M for the Lakes Creek Road Landfill – Life Extension project resulting in an overall increase of \$7.14M.

FRW

FRW's expenditure budget was increased by \$13.87M. Budget changes comprised of budget reallocations between projects as well as inclusion of new projects such as \$7.5M for water the water meter replacement program and \$5M Barrage Refurbishment project over three financial years with additional expenditure included in the future years.

Project Delivery

Project Delivery's revenue budget increased by \$2.6M to include the revised revenue forecast for the Mount Morgan Water Security Program.

Project Delivery's changes to the expenditure budget comprise the movement of budget allocations to future years based on the current status of the projects as well as future projections, resulting in an increase of \$11.13M over the current and the next two financial years with further costs forecast in future years. The change in forecast is mostly represented by the Mount Morgan Water Security Program and the North & South Rockhampton Sewerage Treatment Plant Programs.

Communities

CAF

Community Assets and Facilities' expenditure budget has increased by \$2.59M mainly due to the inclusion of the Walter Reid redevelopment project of \$3.5M over the three financial years (this project will move under the management of Project Delivery). The expenditure budget changes also comprised of budget reallocations between projects that resulted in a reduction of \$912k.

Communities & Culture

Communities & Culture's expenditure budget was reduced by \$576k and also comprised of budget reallocations between projects.

Parks

Parks' expenditure budget was increased by \$757k and comprised of reallocation between projects. An increase of \$275k towards Zoo projects as well as inclusion of \$550k Sporting Carnival Activation project are the main factors for the allocation increase over the three financial years.

PREVIOUS DECISIONS

The budget for 2022/2023 was adopted on 19 July 2022, the October Monthly Budget Review was endorsed on 22 November 2022 and the January Monthly Budget Review was endorsed on 28 February 2023.

BUDGET IMPLICATIONS

This report provides estimated budget changes for the current financial year and next two financial years. The impact of these changes on future financial years has not been modelled in the Long-Term Financial Forecast at this stage.

LEGISLATIVE CONTEXT

There are no legislative implications as this report is not a budget amendment in accordance with the *Local Government Regulation 2012*, section 170 *Adoption and amendment of budget*.

LEGAL IMPLICATIONS

No related issues.

STAFFING IMPLICATIONS

No related issues.

RISK ASSESSMENT

The control of monthly oversight and reporting of expenditure against budget significantly reduces the risk of unplanned expenditure impacting on Council's financial position.

CORPORATE/OPERATIONAL PLAN

The Operational Plan outlines activities and actions Council will undertake for the financial year in accordance with the adopted budget. This report provides estimated budget changes for the current and two future financial years for Council's endorsement.

CONCLUSION

Total Operational Budget adjustments result in the net operating deficit decreasing by \$6.81M (from \$7.14M to \$332k).

The Capital Budget has been updated to reflect budget reallocations between projects and the timing of projects across the current and next two financial years. The net budget impact across the three financial years from the January Monthly Budget Review is an improvement of \$1.74M to the budget bottom-line over the three financial years.

11.12 ASSET OWNERSHIP RECOGNISED FOR THE ROCKHAMPTON HOCKEY ASSOCIATION

File No: 5960, 4199
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

Chief Financial Officer providing information on the recognition of ownership by the Rockhampton Hockey Association of constructed assets.

OFFICER'S RECOMMENDATION

THAT the report be received and the recognition of assets owned by the Rockhampton Hockey Association be finalised in Council's accounts and Financial Statements for the 2022/23 financial year.

COMMENTARY

Over the approximate period 2017 to 2019, Council project managed capital works relating to the Kalka Shades Hockey Fields redevelopment and expansion. The works comprised a number of projects, including a new field, refurbishment of existing fields and stormwater infrastructure.

The works were funded by a number of State and Federal Government grants as well as cash contributions by Council and Rockhampton Hockey Association (RHA). The Community Development Grant and Get Playing Plus grants were initially obtained by RHA with approval subsequently relinquished to Council to manage the project due to the scale of works to be undertaken. All transactions relating to the capital works at Kalka Shades were processed through the accounts of Council. The State and Federal Government grants and cash contribution from RHA were all classified as capital revenue and the expenditure on works as capital expenditure.

Since the completion of works the expenditure balance has remained in Council's accounts as 'Work in Progress'. For capital expenditure that results in the purchase or construction of assets controlled by Council, the Work in Progress balance is transferred to Non-Current Assets in Council's accounting records following the commissioning of the asset.

However, in the case of the works completed for the Kalka Shades Hockey Field redevelopment and expansion, the expenditure predominately relates to assets owned and maintained by RHA as the lease holder. It is therefore recommended that these costs be cleared from Work In Progress and recorded as a capital contribution to RHA in Council's accounts. A portion of the works within the overall project relates to new council infrastructure, which will be capitalised as Council assets as per normal procedure.

Expenditure/Revenue Summary

Details	Council Related	RHA Related	Proposed Write Off	Total
Total Expenses	435,356	6,381,521	16,534	6,833,412
<i>Revenue comprised of:</i>				
Works for Queensland funding - State		2,795,607		
Community Development Grant - Federal		600,000		
Rockhampton Hockey Association - Contribution		396,583		
NPSR (National Parks, Sport and Racing) - Get Playing Plus - State		946,594		
Total Revenue	0	4,738,784	0	4,738,784
Council Contribution				2,094,627
Council owned assets				435,356
Net Council Contribution to RHA				1,659,271

Establishment of Asset Ownership:

The works completed under these projects is all within the Freehold Lease X, Y & Z boundaries held by the RHA. This lease is effective from 30/07/2019 to 29/07/2029.

- The only items clearly defined as Council (landlord) structures are the irrigation within the maintenance area (grassed fields) and the Water Street Pump Station SP28.
- Tenant structures are defined in Item 1.2(45) of Definitions as all fixtures located on the Premises excluding the Landlord's Property as well as containing a list of specific assets. This list covers most of the items included in the recent development works, with the broad definition (all fixtures etc) covering items not specifically listed.
- Clause 5.2 of the lease regarding the transfer of ownership back to the landlord at the expiry date of the lease would only be applicable if the lease was not renewed. Given current popularity and high use of the facility, it is expected that the lease would be renewed in 2029 and this clause would not be executed.
- Council has maintenance obligations under Clause 7.7 for the grass, trees, road surfaces and irrigators in the maintenance area.
- Flood mitigation – most recent works completed by RRC after lease effective date.
 - Council Project Manager has already provided plans, manuals and information regarding items installed as part of the project to RHA.
 - Receipt of these items has been acknowledged by RHA.
 - Project Manager's understanding that all works completed under this project are now the responsibility of RHA.
 - All works have been completed within the lease boundaries.
- A complete list of assets constructed across all these projects was sent to RHA and is provided below. RHA have confirmed ownership of the assets identified as RHA responsibility within these projects. RHA have also provided a 2021 Insurance Register which shows they have been insuring and capturing these items as their own assets.

2019 Works - New Field / Existing field refurbishment

Asset Allocation	Capital Expenses
Amenities	121,987
Video Tower	191,497
Dug out	260,361
Fencing	264,717
New Field Irrigation	397,672
Hockey Field - New Field	1,271,043
Lighting	419,623
PA System/Comms/CCTV/Scoreboard – New Field	191,031
Switchboard	746,919
Pathways	81,482
Pedestrian Bridge	96,557
Pump Shed	24,378
Retaining Walls	227,610
Seat Area	203,116
Sewer Infrastructure - New Field	77,953
Stormwater Infrastructure - New Field	658,221
Water Infrastructure - New Field	78,605
Existing Field Refurbishment	549,145

2022 Works – Flood Mitigation

Asset Allocation	Capital Expenses
Fencing	13,289
Flood Gates	99,663
Drainage/Pathways Concreting	206,128
Hydraulics	165,921
Retaining Wall	34,605

BACKGROUND

As identified above, the works were project managed by Council and this report finalises the Work In Progress costs captured by Council, removing these costs from Council's accounts and ensuring ownership of the assets is recognised for the Rockhampton Hockey Association as reflected in the Lease Agreement, which commenced on 30 July 2019.

PREVIOUS DECISIONS

Rockhampton Hockey Association (RHA) approached Council in 2015 to commence discussions over the development of a second synthetic hockey field to increase its opportunity to hold national and international competitions. The second field was proposed to be constructed on the northern side of the existing artificial surface. Discussions regarding its final location were ongoing, at that time, due to the flooding issues at the site.

At the Council meeting held on 8 August 2017, the Council considered a report providing an update of the Rockhampton Hockey Association (RHA) expansion project which had over the previous twelve months seen a decision for the RHA to relocate to Council owned land at Olive Street, Parkhurst from its current location at Birdwood Park, Kalka.

The aforementioned report provided a status of the project as well presenting a few alternate options for the current proposal. The outcome was that the Council required an additional report to be prepared following further consultation with the parties involved and further investigation of a number of the options presented.

As all other sites investigated were unsuitable for a range of reasons and subsequent discussions were held with RHA and Rockhampton Cricket Incorporated (RCI) regarding an expanded hockey facility at Kalka Shades as this would see a loss of one cricket field at that location. The RCI approached these discussions with a view to assisting the RHA to meet its needs; however, as anticipated, some expenditure was needed to assist the RCI to continue to meet its needs and objectives of providing organised cricket competitions and the development of the game in the Rockhampton region.

The Practical Completion Certificate the development of Birdwood Park at Kalka Shades was issued on 30 July 2019, with the venue successfully hosting the Oceania Hockey Cup in September 2019.

BUDGET IMPLICATIONS

There are no budget implications in relation to this report as RHA manage and maintain the respective assets and have been doing so since they were constructed. Council's capital income and expenditure budgets were reflective of the project during the construction period and the relevant financial years.

LEGISLATIVE CONTEXT

There are no legislative implications in relation to this report, the assets are not owned by Council.

LEGAL IMPLICATIONS

There are no legal implications in relation to this report as the action in recognising ownership of the assets is consistent with the terms of the Lease Agreement.

STAFFING IMPLICATIONS

There are no staffing implications in relation to this report.

RISK ASSESSMENT

There are no perceived risks associated with this report.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Goal 2.1 – Our places and spaces enhance the liveability and diversity of our communities

CONCLUSION

Council does not have control over the assets relating to the Kalka Shades Hockey Fields redevelopment and expansion as the assets are deemed to belong to RHA. The RHA manage and maintain the assets and have been doing so since they were constructed. Council receives no current economic benefit from these assets, as RHA is responsible for all access, events and activities held on the Kalka Shades Hockey Fields.

It is recommended that the costs related to assets controlled by RHA in terms of their lease agreement with Council, be cleared from Work In Progress and recorded as a capital contribution to RHA in Council's accounts in the 2022/23 financial year.

11.13 BAD DEBT WRITE OFFS

File No: 1117

Attachments: 1. Bad Debt Write Off - Attachment 1 (Confidential)
2. Bad Debt Write Off - Attachment 2 (Confidential)

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Marnie Taylor - Chief Financial Officer

SUMMARY

The Chief Financial Officer presents a schedule of amounts considered to be uncollectable that require Council's approval to waive as per 5.4 of the Debt Recovery Policy Version 11, Adopted 19 July 2022.

OFFICER'S RECOMMENDATION

THAT the debts contained in the schedule within the report be approved by Council to write off.

COMMENTARY

The attached schedule shows details of two debtors and the associated outstanding amounts involved (\$8,243.11 and \$6,502.20, respectively), as well as detailed comments on efforts undertaken in attempting to effect payment. Council has exhausted all avenues of recovery as per the Debt Recovery Policy. Consequently, the costs of pursuing these debts which have no chance of recovery makes it uneconomical to do so.

The Managers associated with the outstanding debts have provided endorsement to seek Council's approval to write off the outstanding amounts.

BACKGROUND

Subject to Council approval, both of the debts are to be written off into the provision for Doubtful Debts where Council made a provision in the 2022/2023 Financial Accounts as a bad debt expense.

LEGISLATIVE CONTEXT

In accordance with the current Debt Recovery Policy Version 11, Adopted 19 July 2022, Debts in excess of \$3,000 are required to be referred to Council for approval to waive. All debts written-off must be recorded in the Bad Debts Register that is regularly reviewed and updated by the Senior Revenue Officer as per Council's Debt Recovery Policy.

CONCLUSION

It is recommended that Council approve the write off of the outstanding amounts detailed in the schedule, as presented as unrecoverable bad debts.

**11.14 WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD
ENDING MAY 2023**

File No: 1392
Attachments: 1. WOC - May 2023 [↓](#)
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

Deputy Chief Executive Officer presenting the Whole of Council Corporate Performance Report for period ending 31 May 2023 for Councillor's information.

OFFICER'S RECOMMENDATION

THAT the Whole of Council Corporate Performance Report for period ending 31 May 2023 be "received".

COMMENTARY

The Whole of Council Corporate Performance Report for period ending 31 May 2023 is presented for Council's consideration.

WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD ENDING MAY 2023

WOC - May 2023

Meeting Date: 27 June 2023

Attachment No: 1

Whole of Council



Corporate Performance Report

01 May 2023 – 31 May 2023

Corporate Performance Report | 01 May 2023 – 31 May 2023

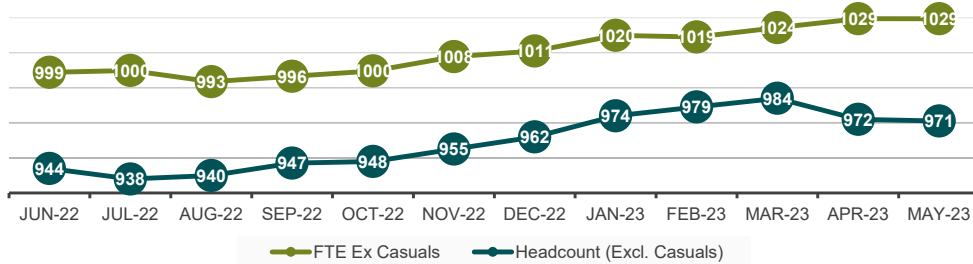
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CORPORATE SERVICES

Human Resources

WORKFORCE



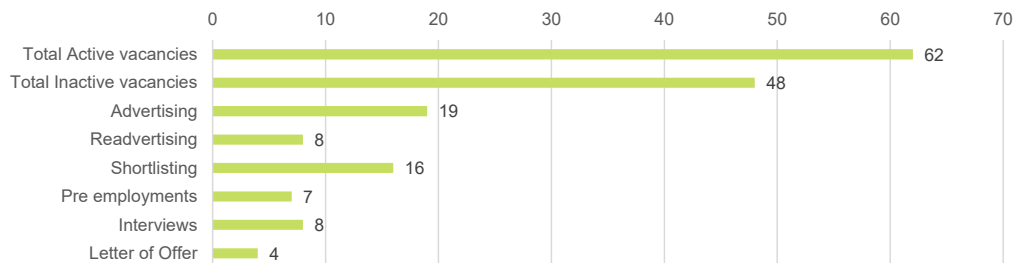
Commentary:

Establishment (FTE) – Our positions include the total number of positions in Council, including Full Time and Part Time. These positions will vary from Permanent roles to Fixed Term roles and the above figures exclude Casuals.

Employees (Headcount) - Our workforce includes the total number of employees employed by Council including full time and part time employees (excludes labour hire and contractors). Figures above show Headcount totals excluding casuals.

Council had 62 Casuals available for month of May.

RECRUITMENT

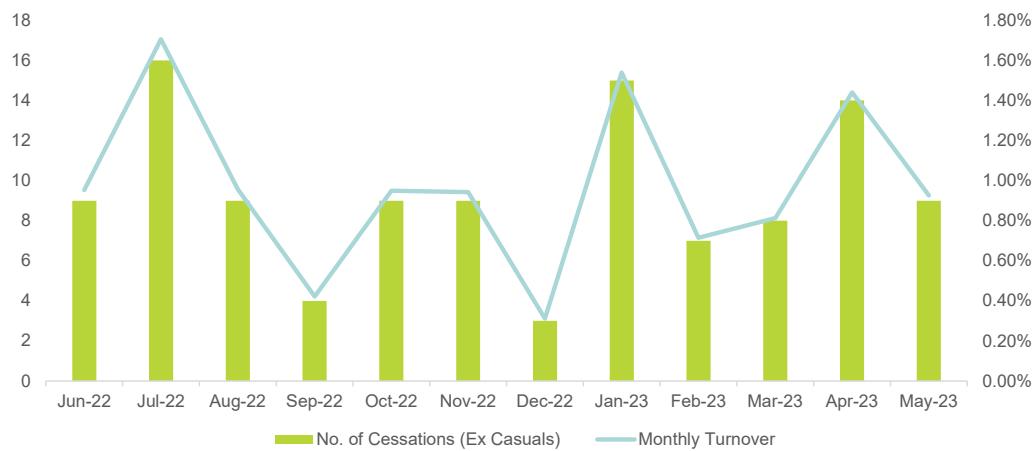


Commentary: Active vacancies are those positions currently being recruited, including casual positions, long term leave and fixed term backfilling. Inactive vacancies are positions that are currently under review or on hold.

Inactive vacancies for previous month – 46

Corporate Performance Report | 01 May 2023 – 31 May 2023

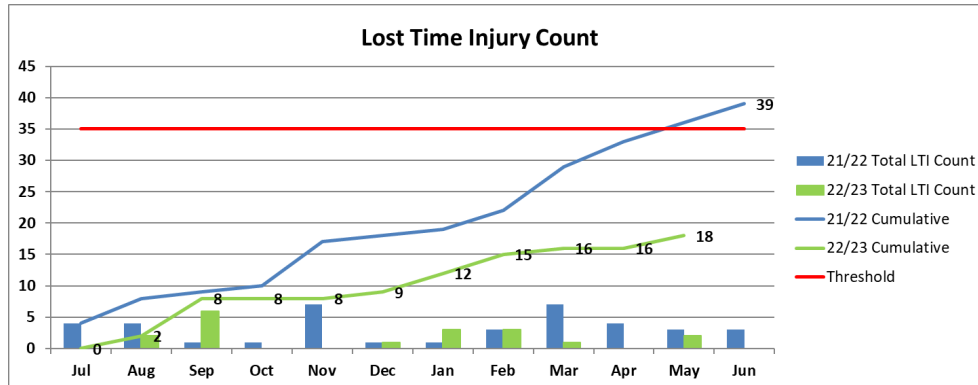
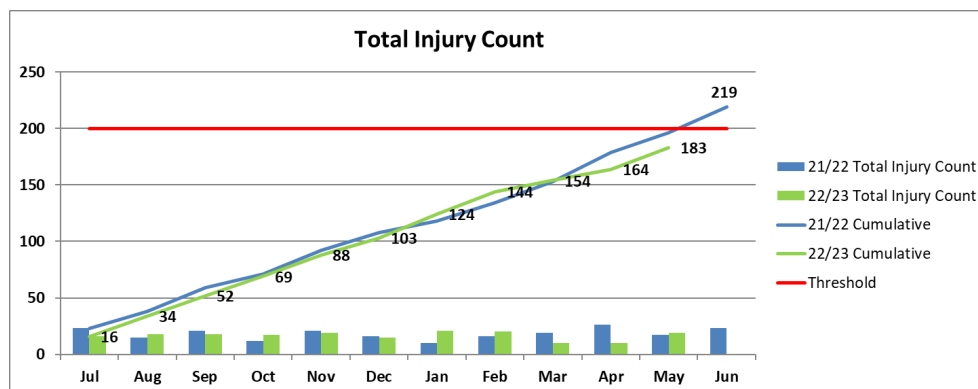
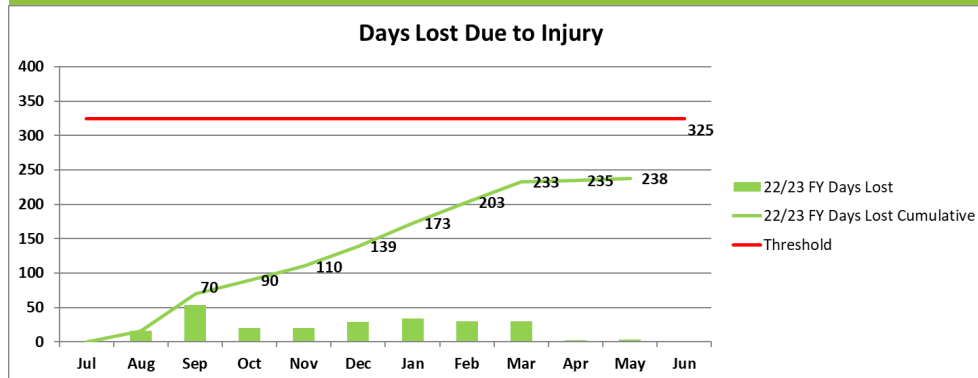
STAFF TURNOVER - 11.67%



Commentary: Staff turnover for the previous 12 months is 11.67%. This is considered to be an acceptable level of employee turnover. Casual employees are excluded from staff turnover calculations.

Corporate Performance Report | 01 May 2023 – 31 May 2023

Safety



Corporate Performance Report | 01 May 2023 – 31 May 2023

Administrative Action Complaints

Departmental Report – Number of level 3 Administrative Action Complaints as of 1 July 2022 – 31 May 2023.

Department	AAC* Level 3	Queensland Ombudsman Referrals to RRC	Queensland Ombudsman Requests from RRC	Open /closed
Office the CEO	1	0	0	1 Closed
Regional Services	2	1	0	2 Closed
Community Services	13	2	4	3 Open 9 Closed
Corporate Services	2	0		2 Closed
RRC Totals	18	3	4	

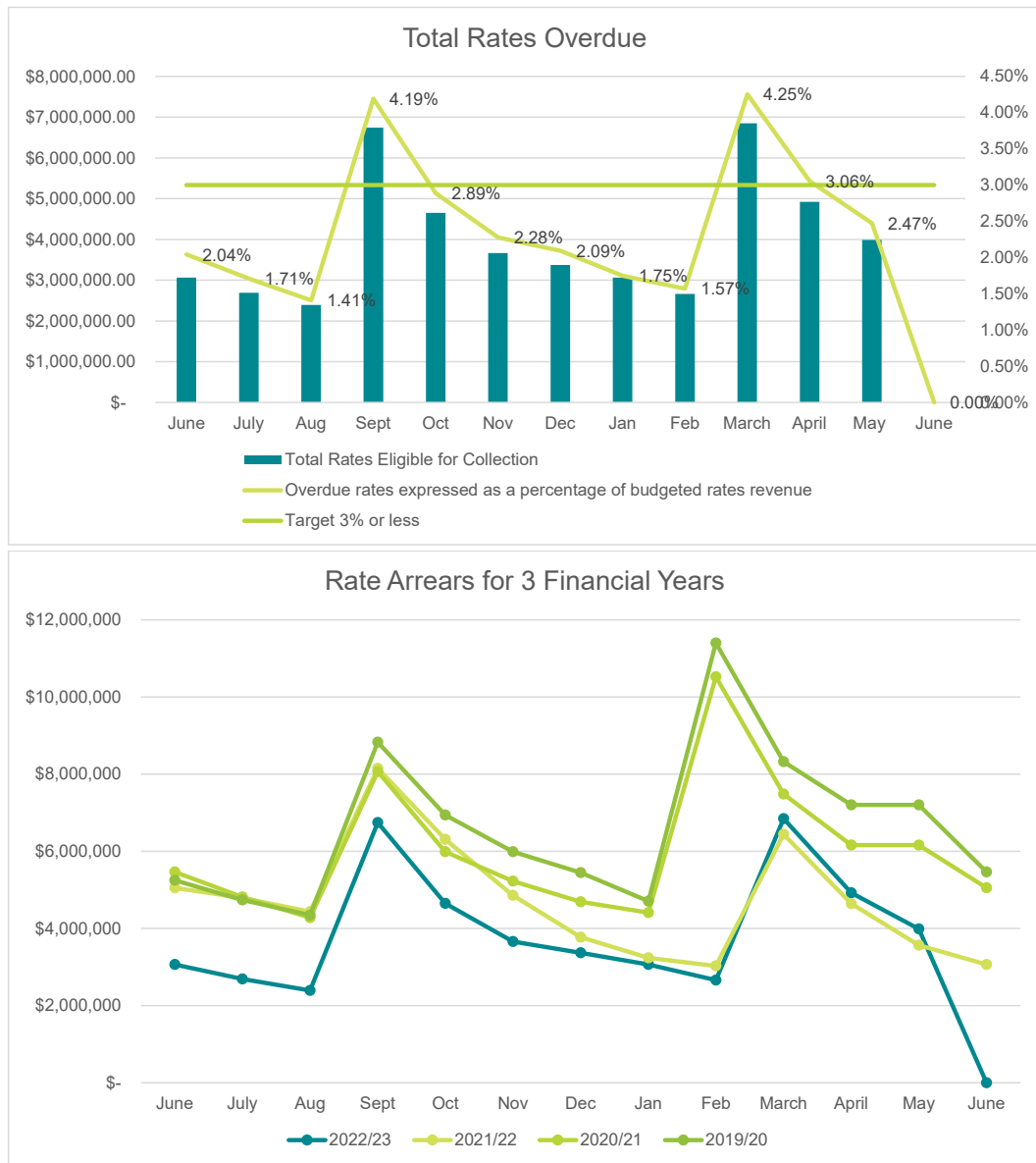
* AAC - Administrative Action Complaints

Service Level Statistics

Service Level	Target	Current Performance
Maintain the ratio of customer queries satisfied by Customer Service Officers, without referral to departments.	80%	92%
IT support services provided within service levels outlined in the IT Service Catalogue.	90%	92%
Ensure availability of system up-time during core business hours (excluding planned outages).	99%	100%
Process records on the day of receipt as per Recordkeeping Charter.	95%	94%
Ensure supplier payments are made within stated trading terms.	90%	89%

Corporate Performance Report | 01 May 2023 – 31 May 2023

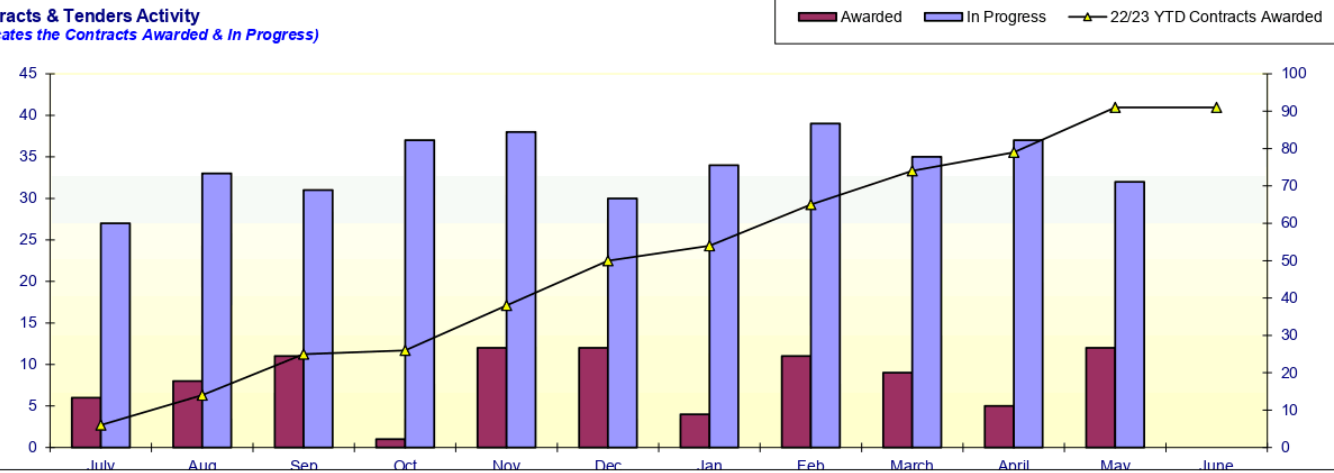
Rates



Procurement & Logistics

Contracts & Tenders Activity

(Indicates the Contracts Awarded & In Progress)



Contracts Awarded: 12

QUO15454 - Operation of Upcycle Village at the Lakes Creek Waste Management Facility - Multicultural Australia Ltd - SOR
 TEN15341 - Supply of Security Screening and Front of House Services at Rockhampton Airport - Trident Services Australia Pty Ltd - SOR
 QUO15437 - Cell C Leak Detection Consultant - TRI Services Pty Ltd - \$9,075.00
 TEN14786A - RPQS General Civil Construction Services - Various - SOR
 QUO15536 - Sealing Works, Power Station Road, Stanwell - Tanners Bitumen & Asphalt - \$11,702
 QUO15551 - Kerb and Channel Works, River Rose Drive - Brewcon Pty Ltd - \$10,360.00
 TEN15421 - Roof Replacement at 220 Quay Street - Johns Lyng (QLD) Central Pty Ltd - \$257,563
 TEN15416 - Athelstane Reservoir Roof Replacement - Johns Lyng (Qld) Central Pty Ltd - \$1,202,258
 QUO15489 - Sale by Quote - Yamaha Grand Piano - Theme & Variations Piano Services - \$4,500
 TEN15440 - Rockhampton Airport AHU 1 & 2 Replacement - Total Ventilation Hygiene Pty Ltd - \$498,800
 TEN15495 - Retaining Wall and Colourbond Fencing, Farm & Alexandra Sts - Linbridge Builders Pty Ltd - \$112,000
 TEN15378 - RPQS Bulk Drinking Water Carriers - Various - SOR

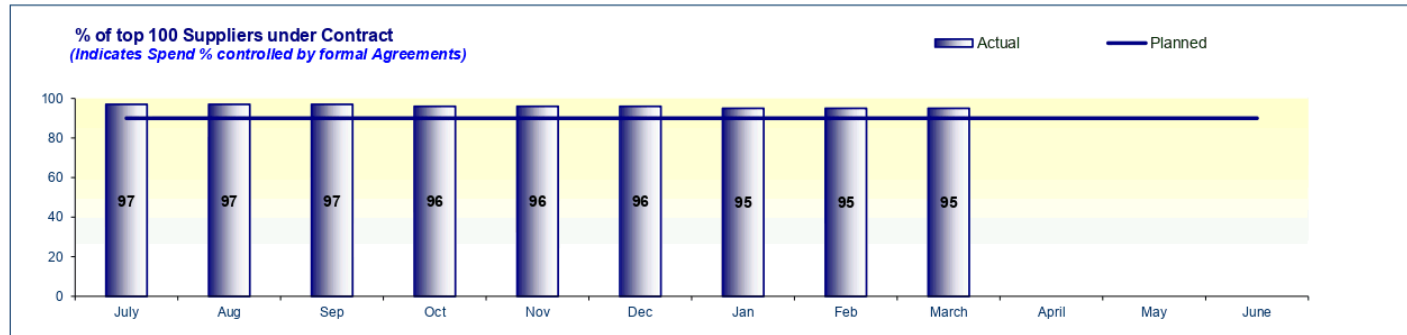
RPQS = Register of Pre-Qualified Suppliers

SOR = Schedule of Rate

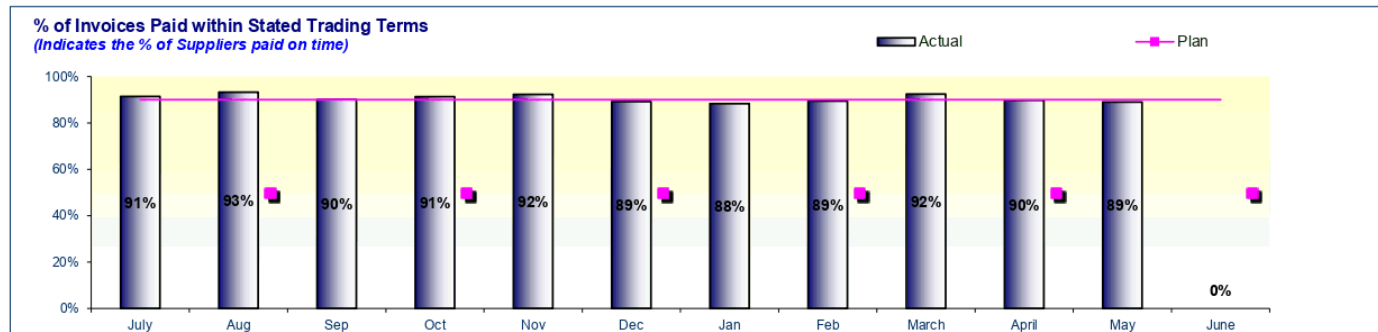
Contracts in Progress: 32

TENXXXX - RPQS Landscaping, Irrigation and Turf - Document Development
 TEN15475 - Service Maintenance of Airconditioning - Document Development
 TEN14963 - Recyclable Processing Services 2023-2033 - Under Evaluation
 CON15123 - Preventative Maintenance BMS Pilbeam Theatre - Document Development
 TEN15274 - D & C Three Water Pump Stations for Mt Morgan Water Supply Project - Under Evaluation
 TEN15275 - D & C Lamella Plates in Sedimentation Tanks at Glenmore Water Treatment Plant, Stage 2 - Under Evaluation
 TEN15294 - Kershaw Gardens Playground Precinct Pathway Upgrade - **On Hold**
 TEN15296 - Maintenance to Wetplay Equipment & Northside Pool Waterslide - Closes 14 June
 TEN15295 - Lease of Land and Transfer of Building Ownership - 125 Robinson St - Under Evaluation
 TEN15338 - RPQS Prescription Safety Glasses - Under Evaluation
 TEN15372 - RPQS Hire of Plant and Equipment - Under Evaluation
 TEN15374 - Construction of Caustic Dosing Facility South Rockhampton Sewage Treatment Plant - On Hold
 TEN15379 - Waste Transfer Vehicle for Lakes Creek Road Transfer Station - Under Evaluation
 TEN15403 - McLeod Park Lighting Renewal Project - On Hold
 TEN15439 - Construction of the Botanic Gardens and Zoo Visitor Hub - Under Evaluation
 TEN15451 - Amenities Program Renewal and Upgrade - Under Evaluation
 QUO15479 - Supply and Install Entry Mats at Rockhampton Airport - under evaluation
 TEN15487 - Bridge Condition Assessments - under evaluation
 TEN15488 - Landfill Leachate Extraction and Transfer System - under evaluation
 TEN15490 - Supply & Delivery of Potable Water Mag Flow Meters - under evaluation
 TEN15510 - RPQS Supply and Servicing of Waste Containers - Document Development
 QUO15517 - Civil Operations AS NZS ISO9001 & AS NZS ISO 14001 Certification - Closes 9 June
 TEN15522 - Rockynats 2024 Ticketing Service Provider - Closes 7 June
 QUO15494 - Makchi-Nine Mile Road Safety Upgrades - Closes 7 June
 TEN15524 - Lakes Creek Rd Landfill Piggy Back Expansion Cell D Construction - closes 28 June
 QUO15529 - Supply & Delivery of Aluminium Chlorohydrate - Document Development
 TEN15535 - Demolition of Scrubby Creek Bridge - Closes 21 June
 TEN15541 - Management of Wildlife Species - Document Development
 TEN15542 - Fraser Park Bush Regeneration - Closes 21 June
 QUO15543 - Waste & Recycling School Education Program - Document Development
 TEN15544 - Cleaning Services at various Council Facilities - Closes 16 June
 TEN15546 - PSA Solar Panel Recycling - Closes 21 June

PSA = Preferred Supplier Arrangement
 RPQS = Register of Pre-Qualified Suppliers



The operational target is to have 90% of Council's top 100 suppliers covered by formal agreements. To date 95% of Council's top 100 suppliers are under formal agreements. The top 100 suppliers are the 100 suppliers with the largest reported quarterly Council expenditure and is reported quarterly.



For this month, 89% of supplier invoices were paid within the Supplier's agreed payment terms (Op Target - 90% of Suppliers paid on time). The number of suppliers being paid by electronic funds transfer (EFT) is currently at 99% (target 90%).

Customer Request Statistics

Customer Requests Completed Monthly & Top 5 Customer Requests

	July	August	September	October	November	December	January	February	March	April	May	June
Requests Logged	3212	3936	3313	3528	3513	2953	3496	3546	3630	2835	3498	
Same month Completed	2454	3080	2523	2527	2602	2228	2532	2604	2917	2010	2647	
% completed same month	76%	78%	76%	71%	74%	75%	72%	73%	76%	71%	76%	
Completed Total for Month	3559	4425	3610	3535	4243	3167	3041	3944	4137	3256	4319	
Total Pending	2174	2085	2052	2235		1961	2187	2137	2040	2040		
Top 5 Requests for Month	Financial Rates Search Assets & Facilities Management Wandering & Restrained for collection Duty Planner (new enquiry) Water Leak (Asset)	Financial Rates Search Water Meter Replacement Assets and Facilities Management (Assets) Duty Planner (new enquiry) Wandering & Restrained for Collection	Financial Rates Search Water Meter Replacement Duty Planner (new enquiry) Assets and Facilities Management (Assets) Duty Planner (new enquiry) Missed General Bin Service RRC	Financial Rates Search Assets & Facilities Management (Asset) Replacement Bin RRC (Damaged/Lost/Stolen) Duty Planner (New Enquiry) Vector Misting	Financial Rates Search Assets & Facilities Management (Asset) Duty Planner (new enquiry) Water Leak (Asset) Wandering & Restrained for Collection	Financial Rates Search Water Replacement Water Leak Asset Assets & Facilities Management Wandering & Restrained for Collection	Financial Rates Search Assets & Facilities Management (Asset) Replacement Bin RRC (Damaged/Lost/Stolen) Duty Planner (New Enquiry) Water Leak Asset	Financial Rates Search Tree Trimming - Request (Asset) Assets & Facilities Management (Asset) Duty Planner (New Enquiry) Overgrown Lot, Accumulation Of	Financial Rates Search Duty Planner (New Enquiry) Water Leak Asset Water Replacement Tree Trimming - Request (Asset)	Financial Rates Search Assets & Facilities Management (Asset) Water Leak Asset Duty Planner (New Enquiry) Water Replacement	Financial Rates Search Water Leak Asset Water Replacement Assets & Facilities Management (Asset) Duty Planner (New Enquiry)	Financial Rates Search Water Leak Asset Water Replacement Assets & Facilities Management (Asset) Duty Planner (New Enquiry)

Total outstanding customer requests up to 3 months old:	1264	Current Under Investigation Long Term up to 3 months old:	226
Total outstanding customer requests between 3 to 6 months old:	269	Current Under Investigation Long Term between 3 to 6 months old:	48
Total outstanding customer requests greater than 6 months old:	314	Current Under Investigation Long Term greater than 6 months old:	160

COMMUNITY SERVICES

Directorate

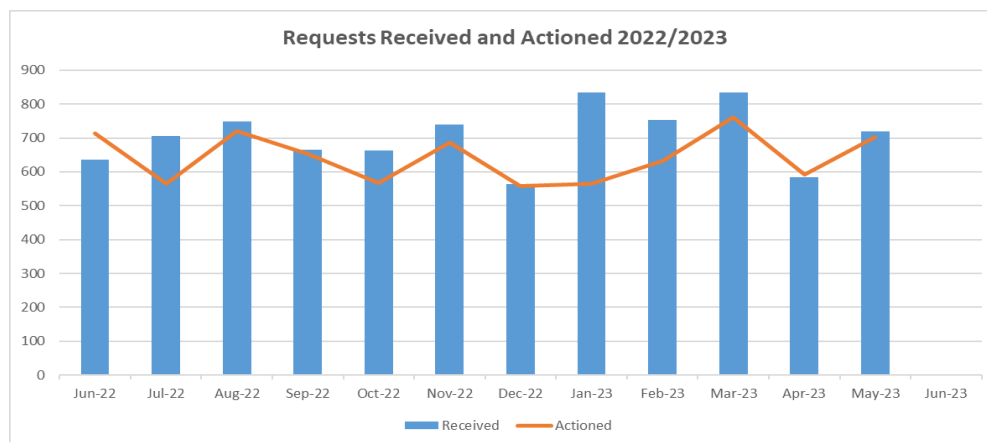
POINTS OF INTEREST

- A successful 2023 Homeless Connect Event was held on 18th May 2023. 366 clients attended with 34 agencies and businesses servicing clients throughout the day. A 'One Team' effort contributed to the success of the event, with staff from Assets & Facilities, Libraries, Communities & Culture, Regional Services Directorate, Cr Wickerson and external volunteers assisting the Directorate team.
- This year's Volunteer Week was recognised through a 'Thank You' Morning Tea on 17th May 2023 with over 80 volunteers attending. Volunteers received a 'Certificate of Appreciation' for their service.
- The Community Assistance Program 2023/2024 Round 1 Applications opened on 22nd May 2023 closing 3rd July 2023.

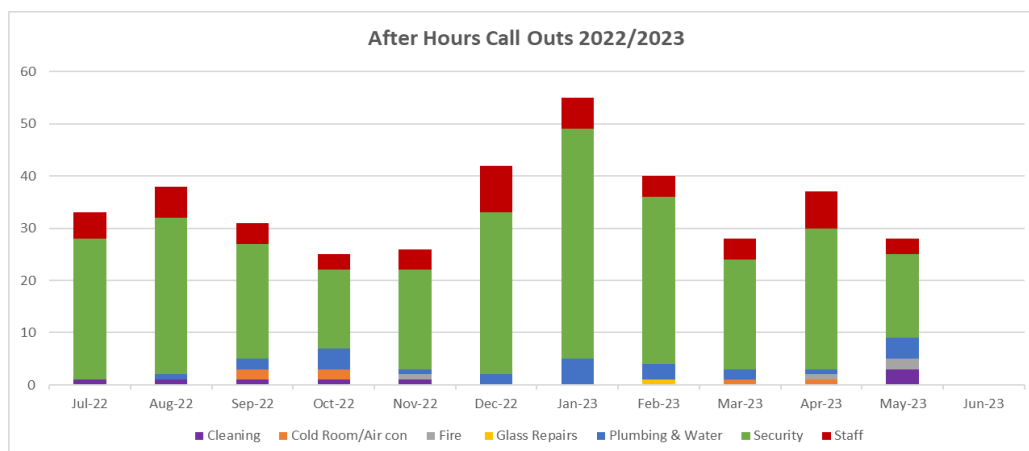
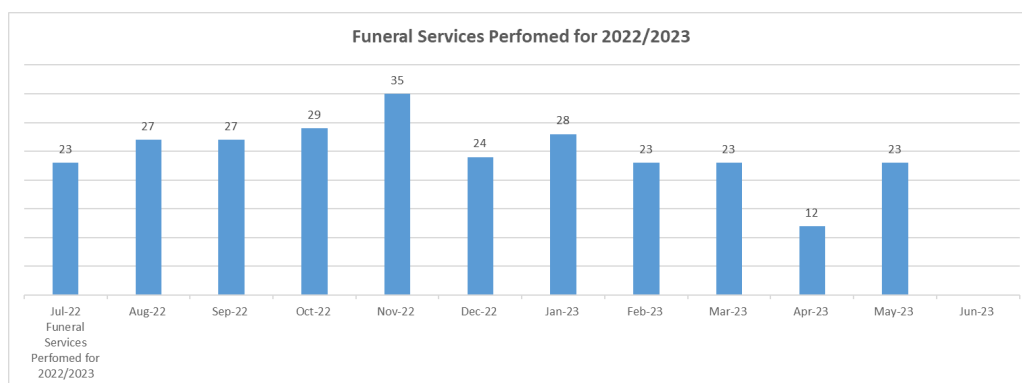
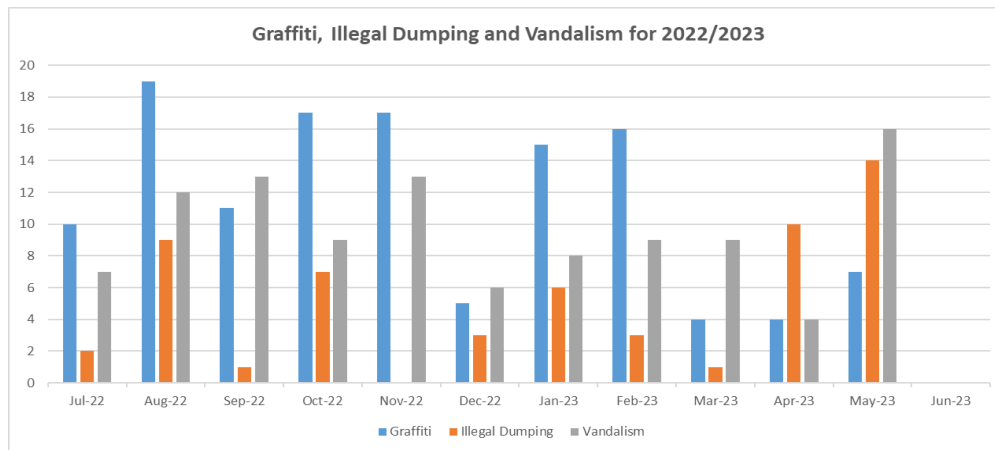
Community Assets & Facilities

POINTS OF INTEREST

- Joyce Harding Park playground upgrade completed and opened to the public 26th May. The new KOMPAN Greenline play equipment is made from post-consumer recycled materials such as single-use food packaging, plastic bags, textiles, and fishing nets retrieved from the ocean. This is one of the first Sustainable Playgrounds in QLD (the first in Rockhampton) and the Greenline Bloqx at Joyce was the first Greenline Structure Installed in Qld!
- The Flats Shade Structure – construction has commenced and is due for completion by end of June
- Cleaning Contract currently under review and is out for Tender (closing 16/06/2023). Tender has been split into four portions in an aim to attract more local businesses and improve quality of service.
- Installation of the Fairy Lights along East Street Mall has commenced, with expected completion by end of June ready for Riverfest



Corporate Performance Report | 01 May 2023 – 31 May 2023



Communities & Culture**POINTS OF INTEREST****MAJOR VENUES**

The Rockhampton Eisteddfod dominated much of May across two venues, the Pilbeam Theatre and Walter Reid Cultural Centre. This is the first full Eisteddfod program since 2019. In between the Eisteddfod competitions the Pilbeam Theatre also hosted Cosentino's Magic show along with music tribute shows and Grammar schools production of Peter Pan. The Walter Reid Cultural Centre also hosted the Reid Shop showcasing and selling the wares of the WRCC Tenants.

The Rockhampton Showgrounds saw the end of the Saloon car season with a 'double header' speedway over two nights, as well as the annual lifeline book sale and homeless connect. Monthly markets kept the Cremorne lawn busy just along with a special event to mark only one year out until BEEF 2024.

62 Victoria Parade hosted a commercial meeting as well as rehearsal spaces for two arts organisations, Opera Qld and Rockhampton Eisteddfod.

LIBRARIES

May was a big month for library outreach, with over 800 people visiting the library stalls across four big events - children's activities Messy Play & ROMP in the Park, Homeless Connect and Council's own Wellness Forum.

May's programming attendance/engagement figure of 5095 saw the YTD total reach 39,163, the highest figure ever recorded, even surpassing the 2018/2019 figure when over 16,000 people attended the last library-run CapriCon event.

The month also saw work completed at a number of branches -

- Mount Morgan - installation of a new secure circulation desk and CCTV cameras
- Northside - installation of new air-conditioning and remedial work to non-compliant rear stairs
- Southside - opening of former café as a new lounge area and removal of Youth Pod

ROCKHAMPTON MUSEUM OF ART

Rockhampton Museum of Art had 6563 visitors for the month, bringing total visitation for the financial year to 75,338. A new exhibition opened in Gallery 2.2 Easton Dunne: Welcome to Paradise with an exhibition launch held on 19 May to celebrate this and From a Burdekin Studio: Works by Cutler Footway, the exhibition currently in Gallery 1 which was attended by 160 guests.

Rockhampton Museum of Art launched The Bayton Award 2023 during May. The Bayton Award was last held at Rockhampton Art Gallery in 2019 and in this iteration under Rockhampton Museum of Art will be Central Queensland's richest art prize, with prizes totaling \$18,000 and including, for the first time, two emerging artist bursaries which have been kindly donated. Entries officially open on Monday 19 June 2023, close on Monday 24 July 2023 with the winner being announced at an event on Saturday 14 October 2023.

Corporate Performance Report | 01 May 2023 – 31 May 2023

MAJOR VENUES

Venue Attendance	YTD 22/23	21/22
Pilbeam	58,306	52,176
Rocky Showgrounds	139,370	146,947
Mt Morgan Showgrounds	1,633	N/a
Walter Reid	6,612	6,641
62 Victoria Parade	3,826	822

LIBRARY ATTENDANCE

LIBRARY STATISTICS

LIBRARY STATISTICS	YTD 22/23	21/22	20/21	19/20	SLQ target	YTD RRL	QLD AV 21/22
Loans (physical & online)	408,090	427,335	356,574	383,771	5-8 per capita	4.98	7.14
Physical Items	165,360	177,999	190,880	204,043	0.85-1.5 per capita	2.02	1.13
Physical Visits	151,737	143,145	123,157	183,604	4.8 per capita	1.85	2.55
Online Visits	16,475	16,628	18,839	0	No target		
Programs & Activities	822	728	26	1269	No target		
Program Engagement	39,163	11,385	472	17,354	0.4 per capita	0.48	0.18
Active Members	19,494	20,217	22,340	25,601	44% of popn	23.77%	39.30%
New Members	2895	2,606	2,176	3,153	No target		
Customer Queries	62,791	65,031	22,564	51,799	No target		

HISTORY CENTRE ATTENDANCE 21 /22

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD 22/23	21/22	20/21
Attendance	170	125	164	145	167	75	158	161	191	124	138		1623	1,403	1,557

CHILD CARE STATISTICS UTILISATION % 21/22

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD 22/23	21/22	20/21
Utilisation %	87	99	91	95	93	85	76	78	83	86	91		88	95	95

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HERITAGE VILLAGE ATTENDANCE

Heritage Village Visitor Types	YTD 22/23	21/22	20/21	19/20
General Admittance	5,578	4,738	Closed	2,365
School Tours Numbers	1,577	1066	Closed	1,747
Other Tour Numbers	286	202	Closed	277
School Holiday Activities July – 6 day period	256 (Rain)	1,801	Closed	1,520
School Holiday Activities Sept – 6 day period	374 (Rain)	803	Closed	797
School Holiday Activities Easter	731	967	Closed	N/a
Cultural Festival		1,570	Closed	N/a
Markets	13,375	2,944	Closed	5,596
Emergency Service Day, Halloween	500	-	Closed	1,241
TOTAL	22,047	15,523		13,543

Number of Shearing Shed Function Bookings

Shearing Shed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD 22/23	21/22
Actuals	7	5	5	5	3	3	0	0	3	1	3		35	15

MONTHLY VOLUNTEER HOURS

Site	YTD 22/23	21/22
Friends of the Theatre	3,583	4,002
Friends of the Village	25,337	26,915
Archer Park Rail Museum	9,813	7,618
Rockhampton Museum of Art	762	160
Mount Morgan Railway	7,169	1,053
TOTAL	46,664	39,810

Corporate Performance Report | 01 May 2023 – 31 May 2023

RAIL MUSEUMS ATTENDANCE

Museum Attendance	YTD 22/23	21/22	20/21	19/20
Archer Park Museum	5,516	4,713	4,072	5,211
Mount Morgan Museum	2,841	2,834	4,350	1,686

ROCKHAMPTON MUSEUM OF ART

Monthly Attendance

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
8723	6575	6895	10649	6030	6545	7110	5898	4998	5352	6563	

RMOA Activity	YTD	21/22
Programs	290	124
Member Events	16	9
Group Tour Bookings	54	9
Corporate Hire	16	15
Exhibitions	12	9
Artist in Residence (days)	66	Na
Shop Sales	\$72,276*	Na
Attendance	75,338	32,248

HOME ASSIST

*This service provides service to the following local government areas:
Rockhampton, Banana, Central Highlands, Gladstone, Livingstone*

State Government – Department of Communities, Housing & Digital Economy –Home Assist Program

Measured Service Type	Reporting Hrs/ Month	Monthly Output Target	Year To Date Actual	Output Service Delivery Targets
Info Refer	313	105.68 hrs	3,826	1,429.76
Home Maintenance	638	775.04 hrs	9,531	9,300.56

Corporate Performance Report | 01 May 2023 – 31 May 2023

CQ Home Assist Secure assisted 730 State Funded clients with a total of 1,059 information, referral and maintenance activities in May.

May Breakdown of Client Services Provided by Region			
Region	Number of Registered Clients	% Total Jobs for Month	% YTD Avg (from Oct 22)
Rockhampton	2,486	66	64
Banana Shire	64	1	1
Central Highlands	63	1	1
Gladstone	574	13	15
Livingstone	959	19	19
TOTAL	4,146	100	100

Federal Government Department of Health Commonwealth Home Support Program (CHSP)



Measured Service Type	Current Month Outputs	Monthly Output Service Delivery Target	YTD Actual	Financial Year Service Delivery Target
Garden Maintenance	193 hrs	See below	See below	See below
Major Home Maintenance	170 hrs	See below	See below	See below
Minor Home Maintenance #incl Field Officer Travel, First Interviews/Info Refers Minor Home Maintenance Field Officer Additional Hours	389 hrs	See below	See below	See below
Total measure output hours	752 hrs	467.75hrs	9,881 hrs	5,613 hrs
Complex & Simple Mods	\$17,205	\$41,403	\$315,507	\$496,843

May Breakdown of Client Services Provided by Region			
Region	Number of Registered Clients	% Total Jobs for Month	% YTD Avg (from Oct 22)
Rockhampton	2,059	58	58
Banana Shire	103	1	1
Central Highlands	81	1	1
Gladstone	821	19	19
Livingstone	935	21	21
TOTAL	3,999	100	100

CQ Home Assist Secure assisted 1,194 Federally Funded clients with a total of 2,450 information, referral, maintenance and modification activities in May. (the large number of activities is a result of data cleansing exercise in preparation for the CHSP grandfathered clients/data migration)

The program CQ Home Assist Secure handled a total of 2,436 calls in May.

Corporate Performance Report | 01 May 2023 – 31 May 2023

Parks

ROCKHAMPTON ZOO

Eagle enclosure construction progressing, frame and netting installed with the completion of the project expected by the end of July.

Preparations have commenced for the arrival of Jerry the new chimp on 8 June. Teams have completed online training and engagement with subject experts to assist with a smooth successful introduction and reduce the possibility of aggression. Team leader for Chimps has flown to Sydney Zoo to commence transfer plans.

Measure	Measurement	May 2023	May 2022
Zoo Visitors	Numbers	11,271	8,793
Animal Encounters <u>CONDUCTED</u>	# Meerkat Encounters	23	25
	\$ Meerkat Encounters	\$6,300	\$6,500
	# Otter Encounters	10	-
	\$ Otter Encounters	\$880	-
	# Junior Zookeeper	0	-
	\$ Junior Zookeeper	\$0	-
	Encounters Free	0	2
	\$ Equivalent Free	\$0	\$600
Volunteers / Students	Volunteer Hours	427	183
	Student Hours	23	76.5
Guest donations	Donation \$	\$1,781	\$1,092
	Online donations	\$45	-
Money RRC donated to Conservation Trust	15% Encounters	\$1,126	\$941
	15% Donations	\$267	\$164
	Total	\$1,393	\$1,105
Facebook	Facebook Followers	32,260	29,555
	Facebook Reach	129,692	775,539
	Facebook Engagements	10,293	101,700

Corporate Performance Report | 01 May 2023 – 31 May 2023

- Note - Junior Zookeeper only offered during School Holidays.

BOTANIC GARDENS

- Completion of new car park (part of stage 2 RBGZ redevelopment) ready for irrigation and installation of plants.
- Urban Play, the Botanic Gardens Playground designer and constructor held a 'Day of Play' to showcase the playground redevelopment with around 30 attendees for the day including a mix of landscape architects and councils from throughout the region.
- Botanic Gardens month and the official BGANZ Botanic Gardens open day on Sunday 28th May – celebrated with a plant sale and free site tours.
- Ongoing Flying Fox management with Botanic Gardens staff and contractors.

KERSHAW GARDENS

- Major irrigation install adjacent to the Charles St car park and southern rainforest. Several lines installed and wired into a nearby irrigation controller, the area was then levelled for either turf or seeding.
- Total of 184 plants ranging from 100L bags to 6" pots planted for the month. Most of these in planted in the Southern Rainforest.
- Waterfall is back up and running thanks to the team at Fleet Services.

NURSERY

- Mothers Day Friends of the Gardens Sale generating \$1400 in plant sales. Funds raised for Friends of the gardens fundraising for future garden projects.
- Botanic Gardens Day Friends of the Gardens Sale generating \$870 in plant sales. Funds raised for Friends of the gardens fundraising for future garden projects.
- Supplied RRC Wellness Forum with plants for decorations and prizes.

NATURAL AREAS AND COMMUNITY PROGRAMS

- Yeppen Lagoon NRM reveg projects progressing well with 1624 plants in the ground with ongoing watering and spot herbicide treatment continuing.
- Multi-Cultural Australia (contract grant funded work group) commenced work on site at Yeppen Lagoon this month – Blackall St end.
- Continued work at Mt Archer with Capricorn Catchments, with Lantana removal and more re- veg work (tree plantings).

ARBORICULTURE STREETSCAPES

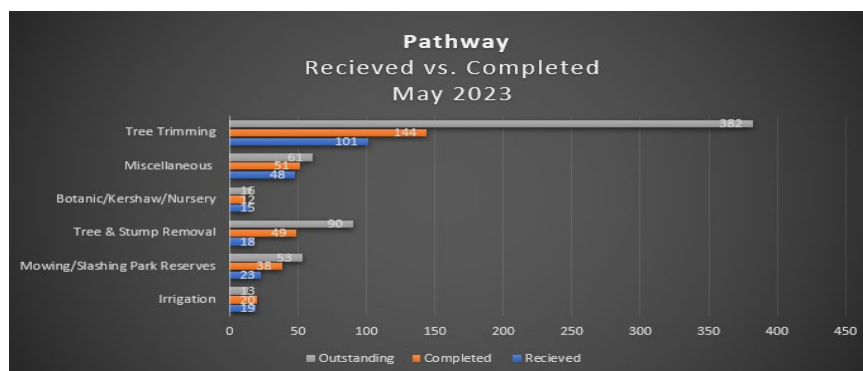
- Ongoing focus to reduce number of outstanding Pathway requests.

Data:	27 th April 2023	23 rd May 2023
Tree trimmings over 3 months old	183	163
Tree and stump removals over 3 months old	103	50
Tree trimmings in total	No data	389
Tree and stump removals in total	No data	108
Outstanding pathways over 3 months old	219	213
Outstanding pathways in total	No data	497
Jobs sitting with contractors	34	18
Waiting for stump grinding before completion off system	16	25
Jobs received since last reporting period		94

Corporate Performance Report | 01 May 2023 – 31 May 2023

SPORTS AND RECREATION

- Junior State Cup – Precinct preparations hit final stage, while strong relationships are forged with Queensland Touch to deliver.
- Voss Park lighting has reached end of life and is no longer viable for repairs.
- Kele Park AFL tree planting project completed, with over 30 new trees planted after the club's successful grant.

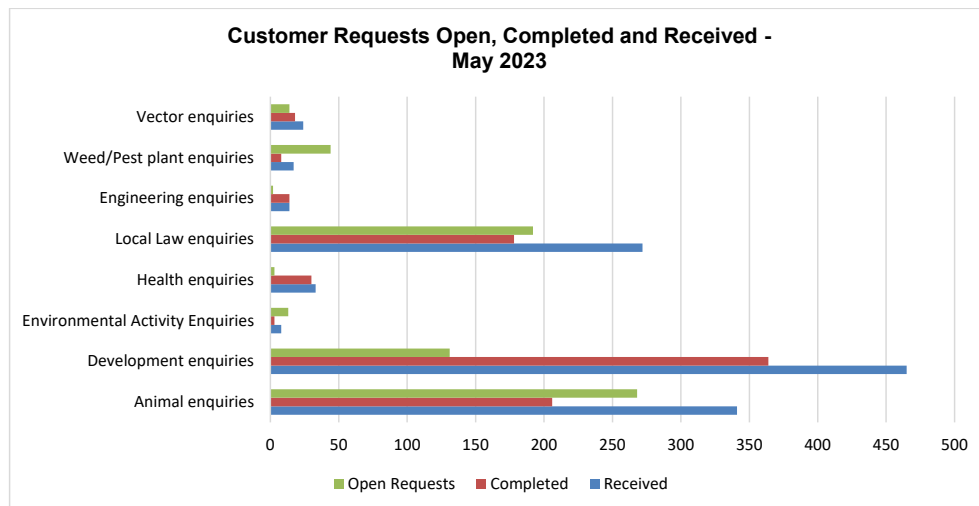
Cyril Connell Carpark:**Rear Access Road****RCG Carpark****Norbridge Park (new) Junior Fields****PARKS PATHWAY REQUESTS**

Planning & Regulatory Services

POINTS OF INTEREST

Finalisation of QCAT appeal for a matter that has been under dispute since 2019. The matter went in Councils favour with the regulation of the dogs being upheld.

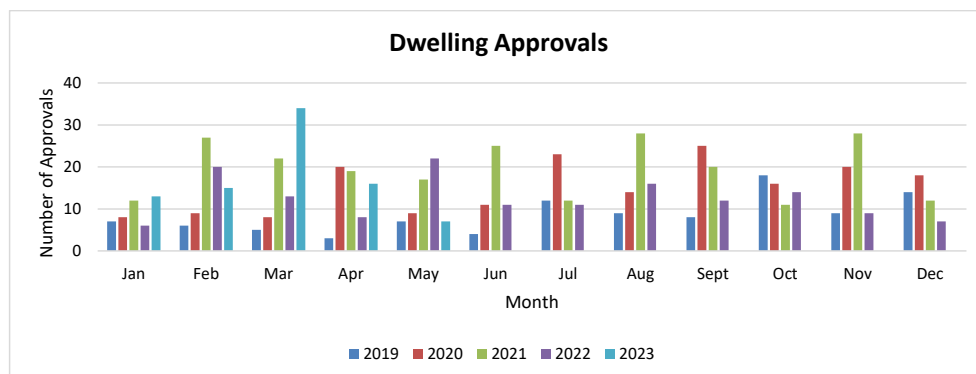
Application for a Material Change of Use has been received for a Multi-Purpose Stadium - 5369 seating capacity over State Reserve, located at 4 Graeme Acton Way, Wandal. The Rockhampton Sports Club wish to construct a multi-purpose sporting stadium at the location of the existing football field.



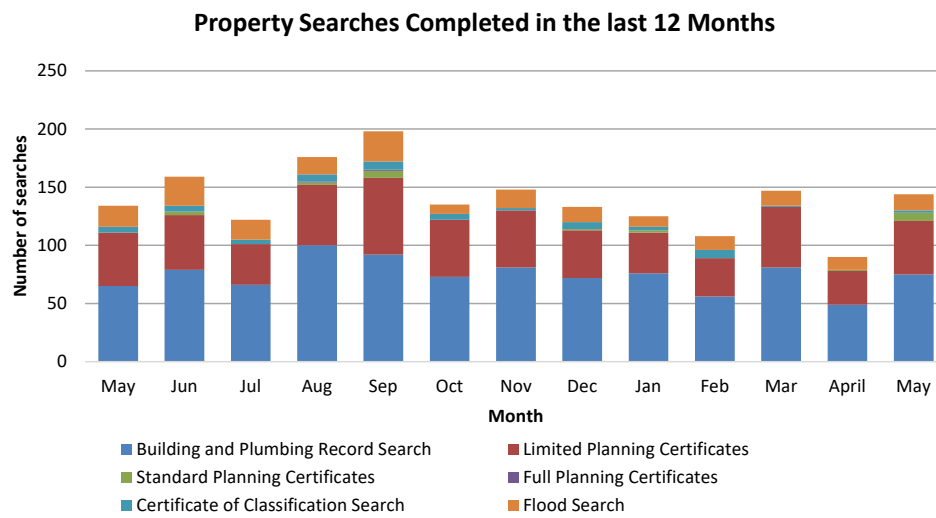
Open Requests – total number of customer requests currently 'open' and under investigation

Completed – the number of requests completed in May that were received in May

Received – the number of requests received in May

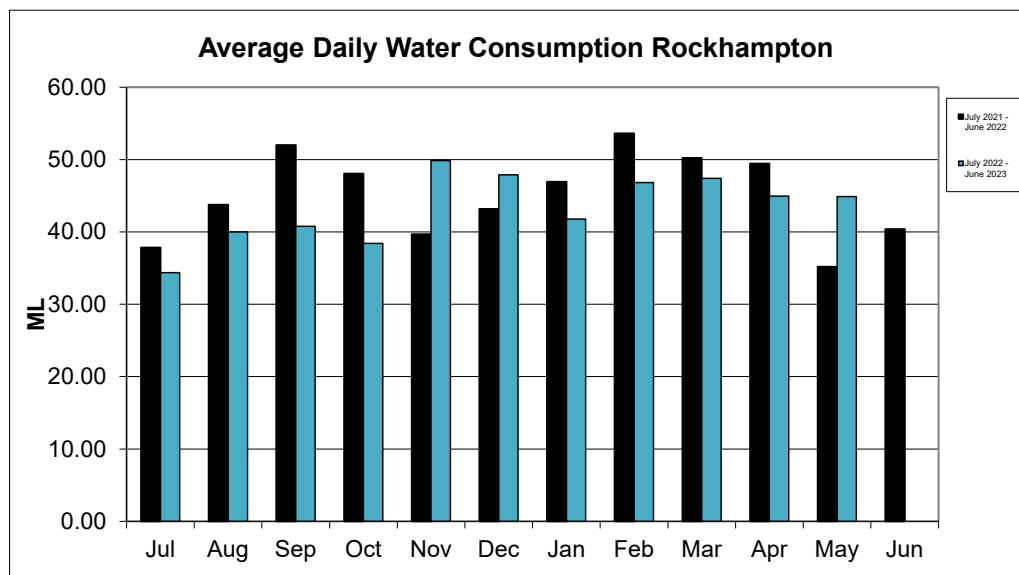


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REGIONAL SERVICES**Fitzroy River Water****Drinking Water Supplied**

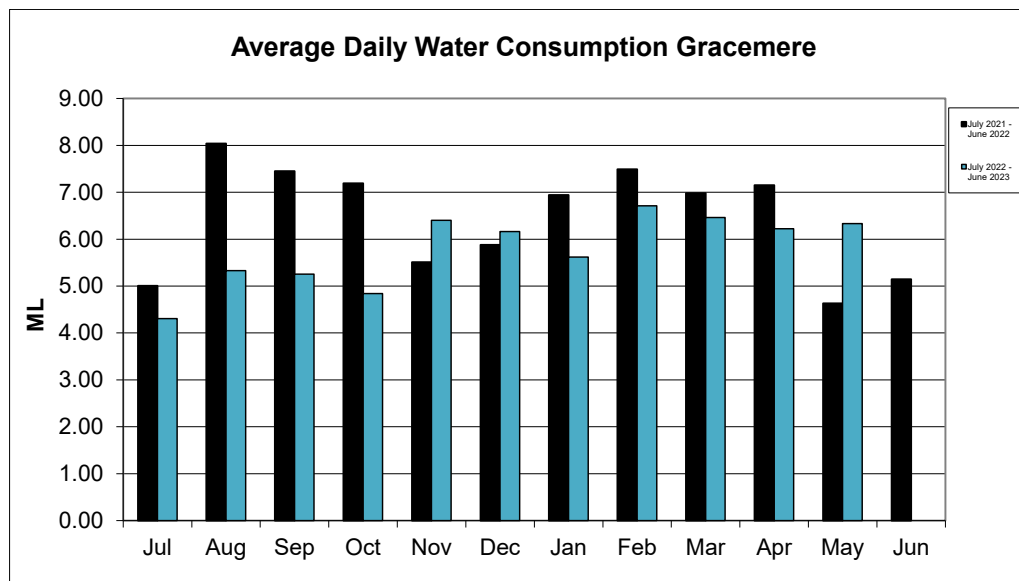
Data is presented in graphs from July 2021 to June 2022 and July 2022 to June 2023.

Rockhampton

Average daily water consumption during May (44.90 ML per day) decreased compared to that recorded in April (44.96 ML per day) but was higher than that reported in the same period last year. The decreased consumption was due to some significant rainfall in mid-May.

The Fitzroy Barrage Storage is currently at 99% of accessible storage volume and is therefore well above the threshold in the Drought Management Plan used to trigger the implementation of water restrictions.

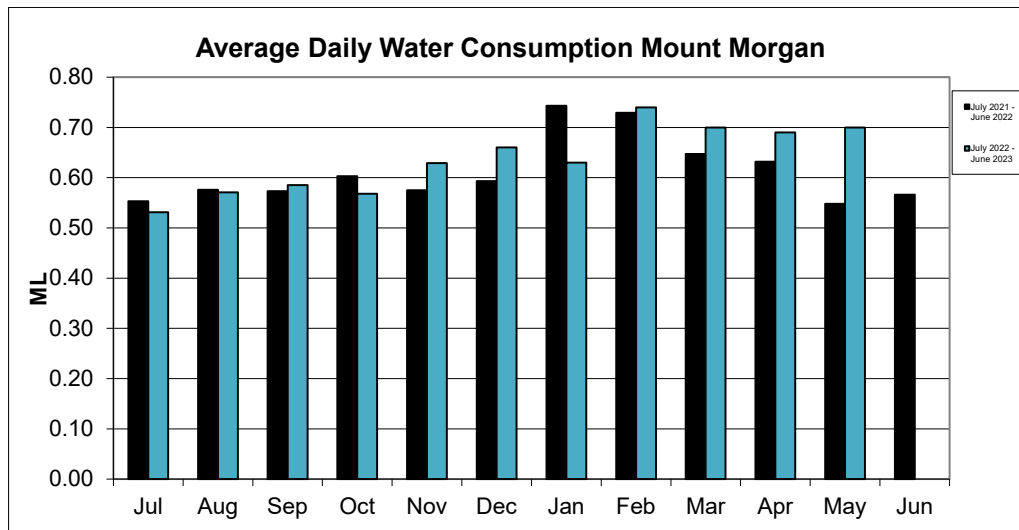
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Gracemere

Average daily water consumption during May (6.33 ML per day) increased compared to that recorded in April (6.22 ML per day) and was higher than that reported in the same period last year. The increased consumption was due to lack of significant rainfall in May.

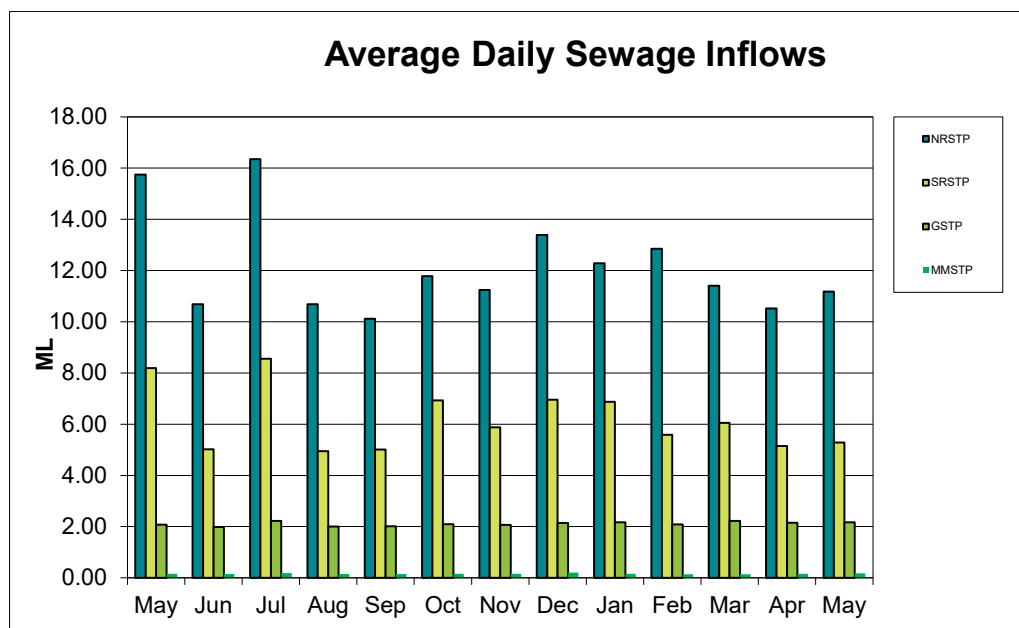
The Fitzroy Barrage Storage is currently at 99% of accessible storage volume and is therefore well above the threshold in the Drought Management Plan used to trigger the implementation of water restrictions.

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Mount Morgan

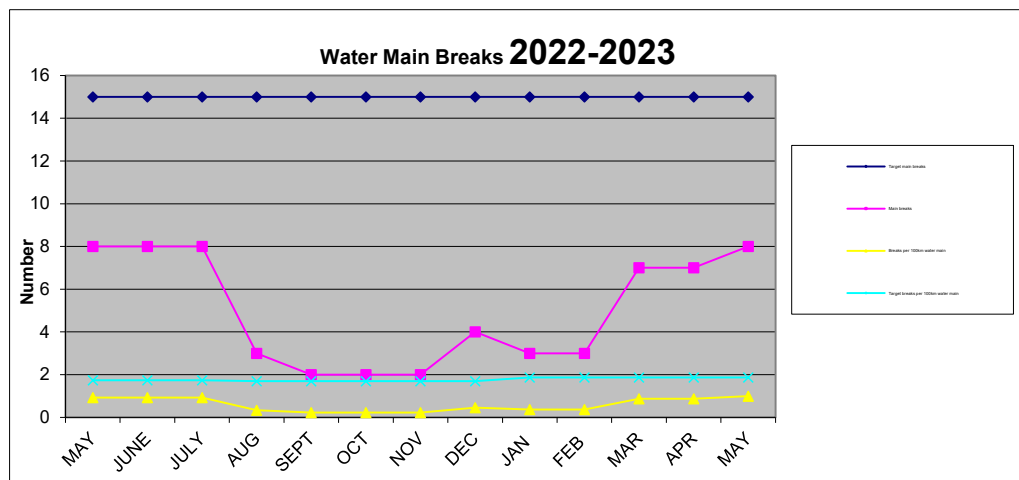
Average daily water consumption during May (0.70 ML per day) increased compared to that recorded in April (0.69 ML per day) and was higher than that reported in the same period last year. The increased consumption was due to lack of significant rainfall in May.

Mount Morgan remains on Level 6 Water Restrictions. Mount Morgan No. 7 Dam storage is currently at 38%. The town water supply continues to be 100% reliant on tankered potable water from Gracemere.

Sewage Inflows to Treatment Plants

Average daily sewage inflows during May increased at all STPs from April. The increased inflows were due to some significant rainfall in mid-May. Inflows from North Rockhampton and South Rockhampton STPs were lower compared to that recorded in the same period last year, Gracemere and Mt Morgan STPs both recorded slightly higher than previous year.

Corporate Performance Report | 01 May 2023 – 31 May 2023

Regional Water Main Breaks**Performance**

Target achieved with water main breaks continuing to trend at an acceptable level, noting there is still an increase from previous months. Changing weather conditions, reduced consumption periods and ground movement could be contributing factors to recent failures.

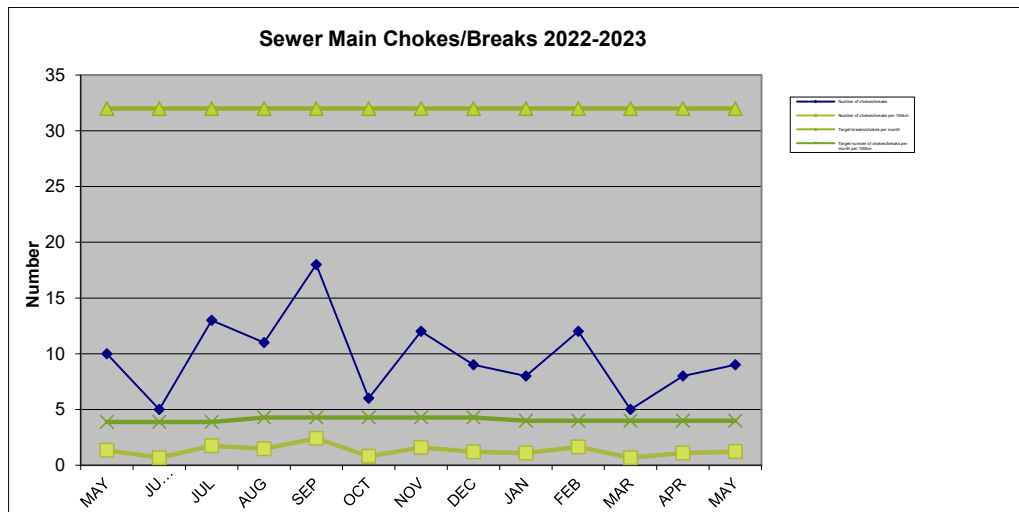
Response to Issues

Continued defect logging, district metering and pressure management will contribute to a reduction in failure occurrences. Water mains experiencing repeated failures are assessed against specific criteria for inclusion in the annual Water Main Replacement program.

	Number of Main Breaks	Target Main Breaks	Breaks per 100 km	Target Breaks per 100 km	Rolling average per 100 km
May	8	15	1.00	1.87	0.54

Locality	Main Breaks
Rockhampton	8
Mount Morgan	0
Regional Total	8

Corporate Performance Report | 01 May 2023 – 31 May 2023

Rockhampton Regional Sewer Main Chokes/Breaks**Performance**

Target achieved, it is evident that mainline sewer blockages are continuing to remain at an acceptable level in line with capital sewer refurbishment programs.

Issues and Status

Data indicates that a high percentage of blockages/overflows continue to be caused by fat build up and defective pipes resulting in tree root intrusion.

Response to Issues

Continued defect logging and CCTV inspection following each individual blockage for prioritisation and inclusion in the Capital Sewer Main Relining program. Rehabilitation programs are also in place annually for the repair of defective mainlines, property connections (jump ups), access chambers and combined lines.

	Number of chokes/ breaks	Target chokes/breaks per month	Number of chokes/ breaks per 100 km	Target number of chokes / breaks per month per 100km	Rolling 12 month average per 100 km chokes / breaks
May	9	32	1.2	4.28	1.26
Locality		Surcharges		Mainline Blockages	
Rockhampton		1		9	
Mount Morgan		0		0	
Regional Total		1		9	

Water Meter Replacement

	Number completed	FY to date totals
Reactive Replacement	461	2708
Planned Replacement	0	0
Regional Total	461	2708

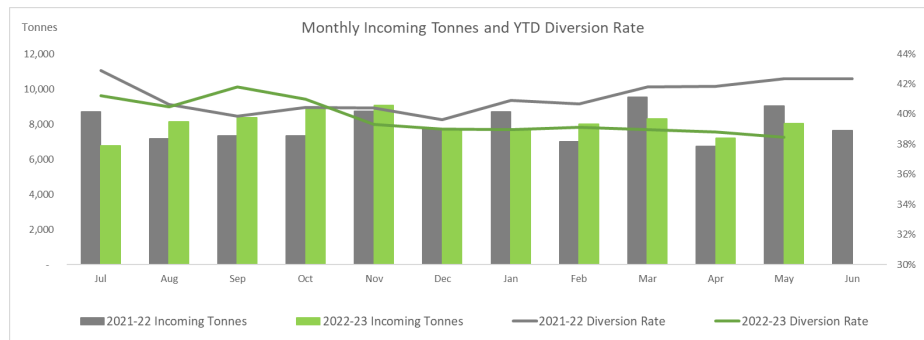
Water meter replacements continue to be carried out on a reactive basis, failed meters and meters meeting select criteria are replaced. Reinstatement of the capital water meter replacement program is being considered for upcoming financial years.

Rockhampton Regional Waste and Recycling

Compliance

On 17 May 2023, Rockhampton Regional Waste and Recycling (RRWR) received a letter from the Department of Environment and Science (DES), regarding a formal warning for failing to submit the required annual volumetric survey for the Lakes Creek Road Landfill in the approved form before the end of July 2022. The annual volumetric survey was uploaded the DES portal on the 28 July 2022, however, was not formally submitted until 2 August 2022.

Total Incoming Tonnes



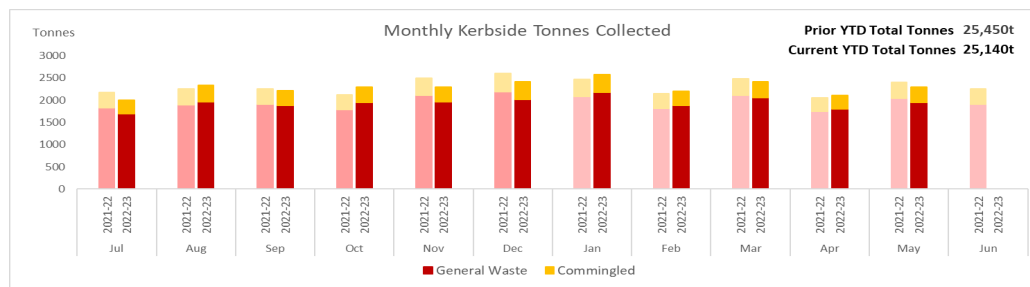
Reading this Chart

Diversion rate is % of incoming waste we recover as opposed to burying in landfill. This is a strategic KPI measuring our progress to zero waste to landfill by 2050. Incoming tonnes is an indicator of the waste generation trends in our region, and the impact our current strategies are having on reducing those trends. Current year performance is shown in green.

Current Commentary

Incoming tonnes in May were down compared to the same period last year, driven in part by a decrease of 79t for General Waste and 128t in Commingled Kerbside Tonnes. YTD diversion rate at 38% due to low incoming green waste and a decrease in Commingled Kerbside tonnes.

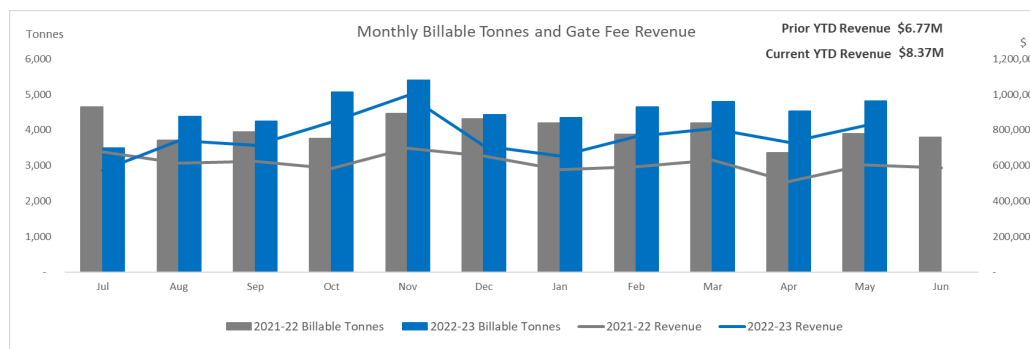
Corporate Performance Report | 01 May 2023 – 31 May 2023

Kerbside Tonnes**Reading this Chart**

Showing total waste generation and recovery rates at the kerbside, providing an indicator of the extent to which we are diverting household waste and meeting our strategic KPI to reduce household waste by 25% by 2050.

Current Commentary

YTD kerbside tonnages remain almost identical to prior year but with a slight decrease of tonnes on General Waste and Commingled. For the month of May, commingled represents the 15.2% of total tonnes.

Billable Tonnes**Reading this Chart**

This is a critical measure of waste facility activity levels, the long-term financial sustainability of the business unit, as well as being a relatively strong indicator of economic activity levels in our region. Current year performance is shown in blue.

Current Commentary

May was another high revenue month at \$800,000. YTD is ahead by \$1.6M. Revenue is made up of high ongoing levels of commercial and industrial and asbestos waste. Green waste has grown 1% on a YTD scale.

ADVANCE ROCKHAMPTON**Key Regional Statistics**

Gross Regional Product – \$5.71B (June 2022)

Population – 83,723 (June 2022)

Unemployment Rate – 3.9% (Dec 2022)

Labour Force – 44,851 (Dec 2022)

GST Registered Businesses – 5,812 (June 2022)

House Rental Vacancy Rate – 0.8% (Mar 2023)

Industry Development – Infrastructure Project Updates**ASMTI Shoalwater Bay Project**

- Fully Procured
- 86% of Sub-contracts procured from regional Queensland
- Over \$430M committed to be spent in Rockhampton and Capricorn Coast
- Precinct A complete: early 2024
- Precinct B complete: Oct 2023
- Precinct C complete: Jun 2023
- Total Workers: 1590 (483 on-site currently)

Construction of Rookwood Weir

- 80% complete
- Commenced: Late 2020
- Completion: Late 2023
- CQ Spend to date: \$185M
- 319 CQ Workforce
- 33 Trainees / Apprentices

Renewable Energy Projects

- Bouldercombe Battery Storage: Commenced August 2022, Forecast completion June 2023
- Boulder Creek Wind Farm: Forecast commencement Late 2023, Forecast completion 2026
- Clarke Creek Wind Farm (Stage One): Commenced July 2022, Forecast completion Mid 2025,
- Mount Hopeful Wind Farm: Forecast commencement Early 2024, Forecast completion 2026
- Moah Creek Project: Forecast commencement 2025, Forecast completion Late 2026
- Boomer Green Energy Hub: Commencing Q1 2025, Forecast completion Q1 2026
- Lotus Creek: Construction commences 2023, Target operation 2025

Olive Downs Coking Coal Complex– Pembroke Resources

- Project Cost: \$1.0B
- Construction commenced April 2022
- Forecast 500-700 jobs during construction, 1000+ ongoing
- Production forecast commencement 2023

Alliance Airlines MRO

- Project Cost: \$60M
- Bay 8 Apron: 100% complete | Hanger Roof: 100% complete Carpark drainage: 80 % complete
- Practically complete

Rockhampton Ring Road

- Project cost: \$1.0B
- Commenced (early Works): late 2022
- Completion: TBA

Fitzroy To Gladstone Pipeline

- Project cost: \$983M
- Early works: March 2023
- Construction: August 2023
- Expected completion: December 2025
- Local Workforce during construction: 400 (25 Trainees/Apprentices)

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Events

Rocky River Run | 21 May 2023 - Successful event delivered, 2006 registrations, 569 out of region, event debriefs in progress, \$8,024 donated to nominated charities Ronald McDonald House Charities and CQShines Foundation.

Rockhampton Agricultural Show | 14-16 June 2023 - Event bump in underway, Bonus Tickets on sale, Early Bird Show Tickets went live, staffing letters of offer to be sent out, total sponsorship \$25,000 cash secured.

Rockhampton River Festival | 28-30 July 2023 - Planning and operations underway, trade and food vendors approved and invoiced, TGS and Event Permit for road closure to be submitted, ticketed event contract negotiations underway, programming locked in and marketing plan underway, RMoA activation under way, sponsorship prospectus being finalised.

CapriCon Pop Culture Convention | 2 September 2023 - 100+ vendors have been approved and invoiced, WHS Induction and Exhibitor Kits complete, Guests tentatively programmed awaiting signed agreements, sponsorship discussions underway, Ops and runsheet underway, ticketing brief complete, marketing templates designed and awaiting commencement of marketing.

Rivernites - Market management confirmed, marketing underway, all services confirmed, entertainment and production booked.

Laser Vision - Stakeholder meeting conducted, site visit at Botanic Gardens complete, Rockhampton Mistletoe concept being finalised, light activation at the Japanese Gardens, CASA permit underway.

Rockynats 04 | 29-31 March 2024 - Ticketing Tender currently out to public, IER Report received, Rockynats Pty Ltd event debrief scheduled, Rockynats 04 marketing plan under review.

Social Media:

- @ RockyAgShow Facebook Fans 5.2K
- @RockyRiverRun Facebook Fans 5,404

Tourism Infrastructure

Hotel, Flights and Explore Rockhampton Visitor Information Centre

Hotels & Flights	Hotels Average Occupancy	Hotels Average Daily Rate	Total Arrivals	Total Departures
TY	70%	\$174.21	-	-
LY	68.0%	\$185.14	21.1K	21.0K
VAR	-	-	-	-

May 2023 compared to May 2022.

Note: Airport figures include the newly launched Bonza flights.

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Explore Rockhampton VIC	Walk-ins	Intrastate	Interstate	International
TM	1071	519	462	90
LY	994	222	715	57
VAR	+77	+297	-253	+33

Note: Visitor numbers this month show a decrease in interstate travellers which could be a reflection of the influx we had from interstate visitors as Covid was easing last year.

Tourism Positioning and Marketing

Campaigns – Top 5 projects in Tourism

1. **'Yeah the Girls'** - we finalised the itinerary, engaged local operators and commenced filming our major tourism campaign, a girls trip skewed towards country girls visiting Rockhampton.
2. **Australian Tourism Exchange** - we attended the Australian Tourism Exchange to meet with Australian tourism businesses, tourism wholesalers and retailers from around the world for over 120 scheduled business appointments and key networking events.
3. **QLD Country Rugby Union** - we developed a website and continue to provide event and marketing support in the lead up to the media announcement that Rockhampton have secured this event for 2023 and 2024.
4. **QLD Touch Junior State Cup** - we continue to work with QLD Touch on destination marketing, communications, signage and event support in the lead up to the July event.
5. **Self-Guided Tours App** - we are developing new Darumbal On Country self-guided tours to launch for NAIDOC Week and are also developing a comprehensive 'History of Beef Australia' to be launched in the lead up to Beef 2024.

Billboards

- Airport: departure lounge bathrooms (MTB/Meerkats) - 16.5K REACH
- Airport: static entry/exit sign (Nurim/Meerkats) - 32K REACH
- Airport: digital exit sign (Explore Rockhampton various x 6) - 32K REACH
- AOSco: Mt Gravatt – Explore Rockhampton with your mates - 76K REACH
- AOSco: Chapel Hill - Explore Rockhampton with your mates - 91K REACH
- AOSco: Windsor - Explore Rockhampton with your mates - 200K REACH
- AOSco: Hamilton - Explore Rockhampton with your mates - 100K REACH

Social

- Fishing The Fitzroy boosted post – 7.7K REACH

SEM (Search Engine Marketing)

- Explore Rockhampton campaign – 72.5K REACH

Print

- NAFA Magazine ½ page ad Barra Season is Back - 160K REACH
- Caravanning Australia - Double spread - 'Warm up in Rocky' - 250K REACH

Screen

- Starmedia Cinema Advertising – Meerkat Video - 35K REACH

Social Media

@ExploreRockhampton

	Facebook			Instagram		
	Reach	Views	Likes	Impressions	Engagement	Followers
TM	35.4K	99.3K	11,491	14.2K	692	3,023
LM	69.5K	191.3K	11,443	15.7K	742	3,006
VAR	-34.1K	-92K	+48	-1.5K	-50	+17

NB: We have seen a decline in social media reach whilst we are between major campaigns.

@MyRockhampton

	Facebook				
	Reach	Views	Likes	Impressions	Engagements
TM	24.98K	1.6K	16.1K	130.91K	2.9K
LM	69.5K	1.3K	16.1K	268.74K	10.9K
VAR	-44.52K	+0.3K	0K	-137.83K	-8K

NB: Results are down which could be attributed to April being abnormally high month due to Rockynats and Easter holidays.

@AdvanceRockhampton

	LinkedIn			
	Impressions	Engagements	Post Clicks	Followers
TM	14.1K	2130	1703	2153
LM	11.9K	2475	2178	2107
VAR	+2.2K	-345	-475	+46

NB: LinkedIn impressions are up however followers continue to grow

@FishingTheFitzroy

	Facebook		
	Reach	Views	Likes
TM	108.3K	2,668	25,351
LM	78.5K	1,871	25,207
VAR	+28.9K	+797K	+144

NB An increase overall with an active paid social media marketing campaign to increase page visits and engagement.

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.

15 CLOSED SESSION

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

16.1 Rockhampton Botanic Gardens and Zoo Construction of Visitor Hub

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16.2 Summary of Partnership Discussions with Beef Australia

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16.3 Organisational Structure

In accordance with section 254J(3)(b) (i) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss industrial matters affecting employees; AND a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

16.4 2023/2024 Budget Briefing

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget.

16 CONFIDENTIAL REPORTS

16.1 ROCKHAMPTON BOTANIC GARDENS AND ZOO CONSTRUCTION OF VISITOR HUB

File No: 14700

Attachments: Nil

Authorising Officer: Alicia Cutler - General Manager Community Services

Author: Andrew Collins - Manager Project Delivery

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

SUMMARY

Consideration of options for the construction of a Visitor Hub at the Rockhampton Botanic Gardens and Zoo.

16.2 SUMMARY OF PARTNERSHIP DISCUSSIONS WITH BEEF AUSTRALIA**File No:** 11715**Attachments:**

1. Beef 2021 Fact Sheet
2. Beef 2021 Visitor Economy Report from IER
3. Beef 2024 In Kind

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Zac Garven - Acting Executive Manager Advance Rockhampton

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

SUMMARY

This report will provide an update on discussions regarding Beef 2024.

16.3 ORGANISATIONAL STRUCTURE**File No:** 289**Attachments:** Nil**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer
Evan Pardon - Chief Executive Officer**Author:** Damon Morrison - Manager Workforce and Governance

In accordance with section 254J(3)(b) (i) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss industrial matters affecting employees; AND a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

SUMMARY

This report is seeking Council endorsement of a proposed Organisational Structure to meet Council's ongoing operational needs giving consideration to priorities in the 2023-24 Operational Plan and Budget.

16.4 2023/2024 BUDGET BRIEFING**File No:** 8785**Attachments:** Nil**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer**Author:** Marnie Taylor - Chief Financial Officer

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget.

SUMMARY

This report will provide an update to Council on the final stages of compilation of the 2023/2024 Budget.

17 CLOSURE OF MEETING